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THE LIBRARY JOURNAL

TWICE-A-MONTH

MONTHLY IN JULY AND AUGUST

MAY 15, 1921

TABLE OF CONTENTS

ECONOMICS OF LIBRARY ARCHITECTURE.....	<i>Clement W. Andrews</i>	437
MICHIGAN'S STATE LIBRARY SERVICE		442
THE "MORGUE" AS A FACTOR IN JOURNALISM.....	<i>Joseph F. Kwapil</i>	443
THE BOOK APPEAL OF THE INDIANAPOLIS PUBLIC LIBRARY	<i>Amy Winslow</i>	447
REFERENCES ON HIGH SCHOOL LIBRARIES.....	<i>Marion Horton</i>	451
LIBRARIES AND MUSEUMS I.....	<i>John Cotton Dana</i>	455
SALARY RECLASSIFICATION LEGISLATION.....	<i>George F. Bowerman</i>	456
EDITORIAL NOTES		459
LIBRARY ORGANIZATIONS		460
LIBRARY OPPORTUNITIES		470
IN THE LIBRARY WORLD		472
BIBLIOGRAPHICAL NOTES		476
AMONG LIBRARIANS		478
LIBRARY CALENDAR		478

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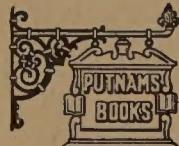
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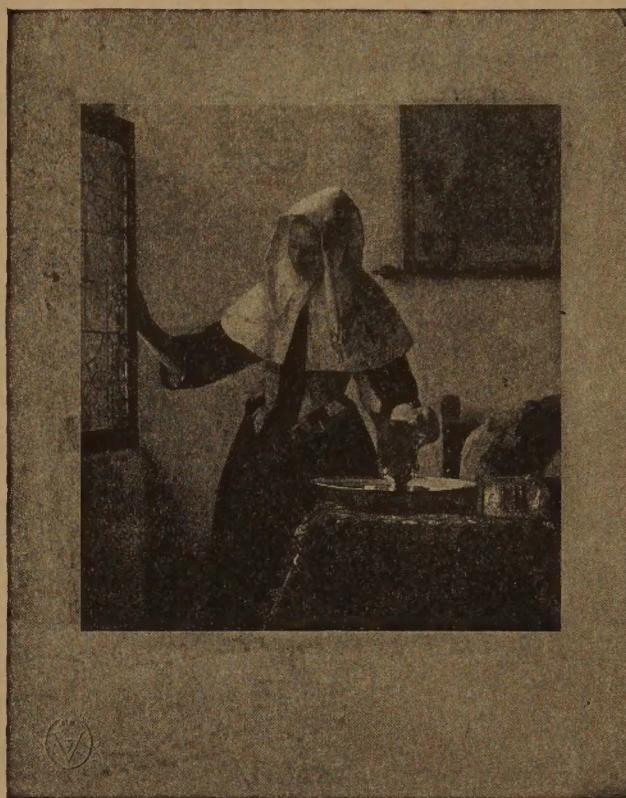
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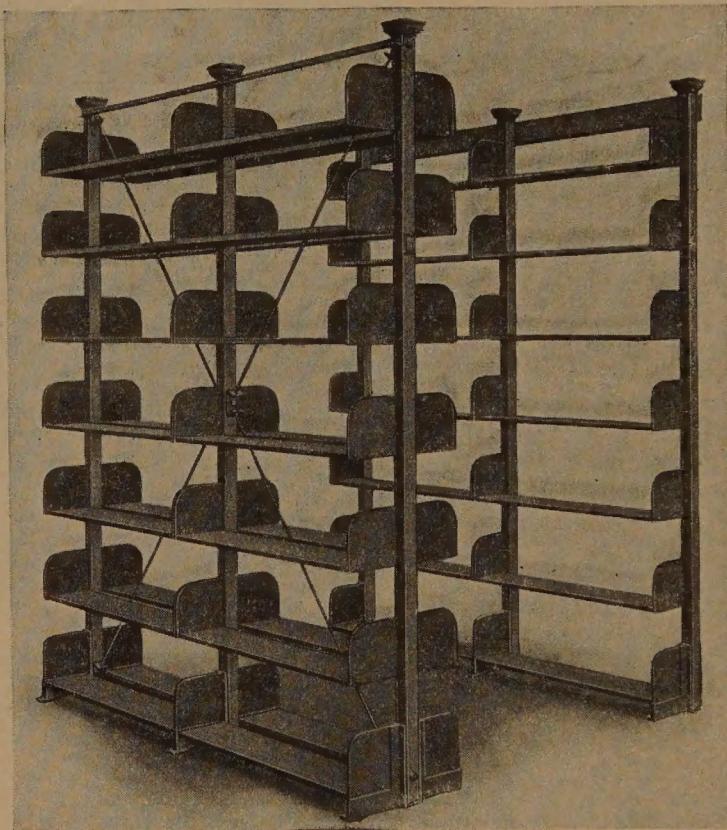
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THE LIBRARY JOURNAL

TWICE-A-MONTH

MAY 15, 1921



Economics of Library Architecture*

BY CLEMENT W. ANDREWS

Librarian of the John Crerar Library, Chicago

THE paper which I am to present was prepared for the Chicago Literary Club. In revising it, chiefly by elision, much of the original wording has been left. This will explain, and perhaps excuse, a somewhat lighter tone, and the inclusion of some matter which might have been taken for granted in addressing a professional audience.

Still it will have the advantage of novelty, even to you. While several books have been written on library architecture and some papers on the economical aspects of certain details, there has been, so far as I know, no general presentation of the subject.

Perhaps the complexity and variability of the conditions have prevented such a presentation, for these are complex and varied to such a bewildering degree that an ideal and truly scientific solution would require the use of higher mathematics than I have at command or you the patience to follow, even if the room had sufficient wall space for the development of the equations.

A comprehensive survey must take into account, among many other items, the expenditure of money for the construction of the building; for its maintenance, after construction; the expenditure of time by the staff in the service of the library, which is of course an expenditure of money; of effort by the staff, which is in most cases time and therefore money; and the expenditure of time and effort by the readers, which may be money to them and certainly is a factor in determining the economic return to the library for its expenditure.

These economic considerations apply to every part of the Library's service; to its circulation department; to its general and special reference work; to the routine of classification and cata-

logging; to care of readers and staff; to its systems of heating, lighting and ventilation. Indeed, it would be difficult to find a single item of library work which is not affected in some degree by the plan of the building.

Then there are the distinctions to be drawn between the various classes of readers, and these distinctions sometimes require the balancing of directly contrary forces. Thus the time of children and of those who frequent the newspaper room cannot be considered as valuable as that of older and more serious readers; yet it has been found advisable, in the modern public library, to provide for these classes space near the entrance. For the children this is desirable because they cannot be and perhaps ought not to be forced to the quiet behavior of older persons, and they would inevitably cause confusion if they circulated in large numbers thru the main portion of the building. As to the newspaper room habitués, a visit to that room in almost any public library will convince one, on the evidence of more senses than one, of the undesirability of their permeating the building.

In the same way and for equally obvious, tho very different reasons, separate provision must be made for the use of medical collections, of music collections, of maps, by investigators requiring special desk facilities or wanting to consult a large number of books at one time, and by those readers who want to consult quickly a dictionary, directory, or other reference work. It is evident that the work of arranging the rooms to secure the maximum result from the minimum expenditure of money, time, and effort is like marriage in that it is not to be entered upon lightly or unadvisedly.

Again, while some of these factors have been determined with sufficient accuracy, others have been determined only approximately, and still others are not known at all or vary greatly at different times.

Thus of major factors the minimum width of aisles in the book stacks and the maximum

* Paper read at Atlantic City, April 30, before members of the American Library Institute, the New Jersey Library Association, and the Pennsylvania Library Club.

length of shelves, factors which determine the most economical spacing of the columns, are known fairly accurately, the minimum space to be allotted each reader at the tables with somewhat less accuracy, but almost nothing is known of the relative economic value of the time of the individual readers, except that it cannot be taken at their own valuation and that it necessarily varies under different circumstances. For instance, a library built for peace conditions would naturally favor the convenience of a physician engaged in saving life over that of a chemist at work on a perfume to sweeten it. But in time of war the preference would be given to the chemist at work on a new poison gas to kill by the hundred thousand over that of the physician who could hope to save only by the score. Even then an exact solution would not be possible; for there is not on record any determination of the relative mental quickness of the chemist and physician, to decide the amount of preference to be given the one or the other in order to secure the maximum total result.

In smaller matters the same holds true. The time of the elevator run, the number of seconds required to open and close the gates, and to load and unload the car are known with sufficient accuracy to enable the architect to decide just how many elevators will give the most economical service. The service between the book stacks and the delivery desk is much less accurately known, tho in most libraries it is the more important factor. Every library has to determine the limiting conditions. No American library could follow the German plan by which the books are asked for one day and delivered the next; nor give an average service of an hour, as in the Bibliothèque Nationale at Paris; nor even the twenty minute service of the British Museum. The fifteen minute service of the Boston Public Library did not secure it from complaints, but I have not heard of any in regard to the ten minute service of the New York Public Library, nor that of five minutes at the John Crerar. The average service at the Chicago Public Library should be considerably less than five minutes, and one Scotch library has succeeded in bringing it down to one minute. Such rapidity of service, however, as that last mentioned, would require special arrangements which would hamper the work of a reference library too much.

Of course the time of service is not dependent solely on the means of communication between the stacks and the delivery desk. The number of attendants, their interest in the work, their age, sex, pedestrian ability and other qualifications, the number of miles of shelving which each has to cover, the number of calls which

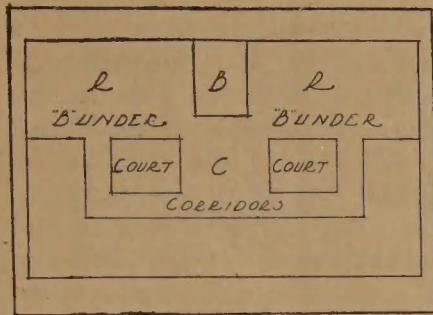
each has to fill, the number to be filled in a given time, all affect the service and must equally affect the plan of the stacks, the number and location of the attendants' stations, the arrangement of the corridors, and other architectural features.

To all these causes of variation in library plans must be added the great differences in the financial conditions of the institutions and in the character of the sites. Where no marked differences on all these points exist, as in the case of the public libraries in small towns, built by Carnegie gifts, there is a general agreement as to the principal features of the plan. There may be noted, I think, a similar tendency toward a type in the newer university libraries, and to a less degree in the public libraries of cities of medium size. But for the larger libraries of the country there has been no uniformity in the conditions as well as great differences in the attitude of the architects toward them.

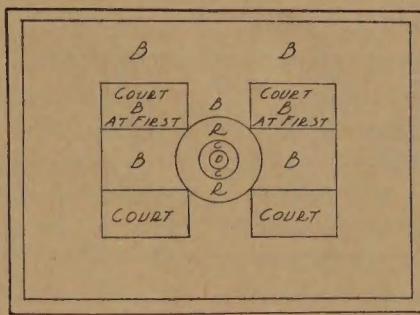
Turning now to the consideration of details, the first question is as to size, or of the time for which provision is to be made. Here it is obvious that a compromise must be found which will make provision for a considerable time, and yet not lock up too much money in space not needed at first. Even if a satisfactory Globe-Wernicke style of library architecture could be evolved, the problem would remain; for this method of construction, like the book cases, would necessarily be more expensive than the usual one. Architects estimate that the construction of a building in two portions would add at least ten per cent to the total cost.

The ground plan of the library is less likely to be considered from the economic standpoint. Perhaps it would be more accurate to say that the economic conditions affecting it are more likely to be overlooked. When libraries were used chiefly or solely in the day time or when the use of artificial light had to be kept at a minimum, either because of its injurious effect on the books or because of its cost, then the ground plan was naturally chosen so as to secure the maximum of daylight in all parts of the building. These plans have been followed long after the conditions indicating them have ceased to exist. There is now, however, a more general recognition of the change in conditions and a strong tendency toward the solid rectangle advocated by Melvil Dewey years ago.

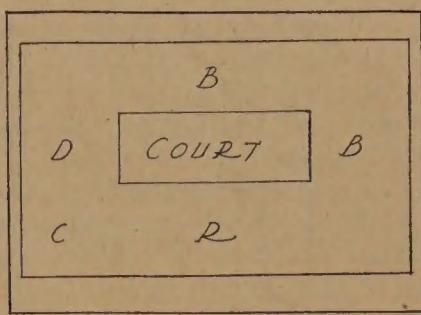
A comparison of the economic advantages of the different ground plans of some of the larger libraries may be of interest. One of the oldest is the hollow square. It is common in Europe, but the Boston Public Library is the only conspicuous example in this country. It furnishes nearly a maximum of well lighted space for a given area, but as it has eight facades it is



NEW YORK PUBLIC LIBRARY



LIBRARY OF CONGRESS



BOSTON PUBLIC LIBRARY

B-book space; C-catalog; D-delivery; R-readers

expensive to build, maintain, and heat. Still worse, it gives the maximum dislocation of books, readers, and staff. (See Diagram.) It has been said that the farthest book on the regular shelves of the Chicago Public Library is nearer the delivery desk than the nearest in the Boston Library and it is evident that in the most unfavorable case the supply of a reader and the return may involve a combined journey of book and reader twice around the building.

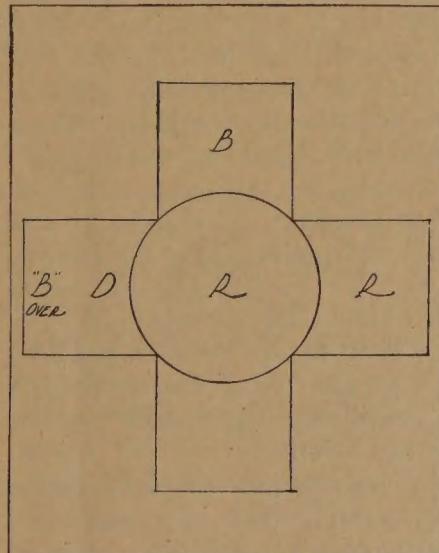
Another ground plan, exemplified in the Columbia University Library and some other university libraries, is the Greek cross. (See Diagram.) It is even more expensive to build and heat and dislocates the work of the staff fully as much and the storage of the books even more, requiring, therefore, a proportionately large staff. Its only economic advantage seems to be in providing a large number of study rooms, but Harvard, with a larger library, and California, with a smaller one, have met this need in connection with a solid stack.

A less expensive plan is a Greek cross inside a hollow square, as in Library of Congress as first built. (See Diagram.) The New York

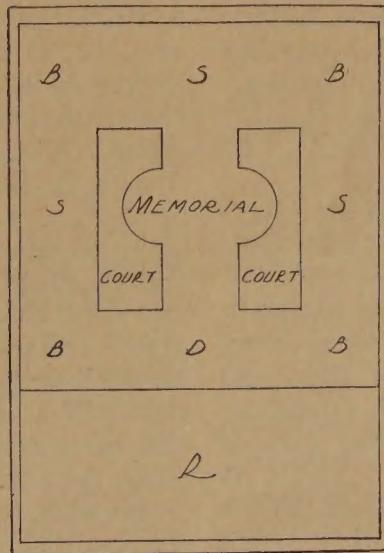
Public Library when extended will have this form. As the open spaces are not large, they do not require elaborate ornamentation and the cost of heating also is less than for the hollow square. The passages thru the arms greatly facilitate the movements of readers and staff, and the storage of books can be made convenient or even central to the delivery desk, and the catalog can be placed in the best position.

The same advantages apply in even a larger degree to a rectangle with only two light wells. In its present form the New York Public Library has such a plan, also St. Louis and Cleveland, and it seems to be the best for public libraries in larger cities. Some of the newer university libraries have adopted the same plan but with a different arrangement of the reading rooms. (See Diagrams.)

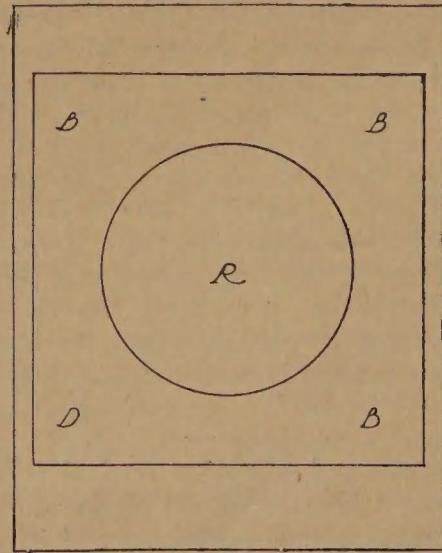
Several other forms have been used. There is a circular one at Oxford, the T shape of the old Harvard Library after the addition of 1876; and of very many small libraries; the L shape of many others; one or two triangular buildings, notably that of the Brooklyn Public Li-



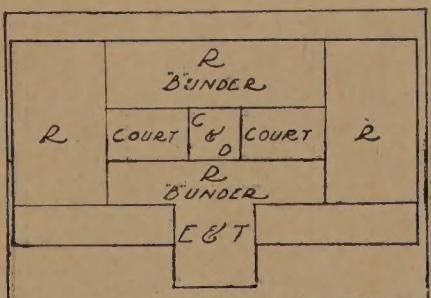
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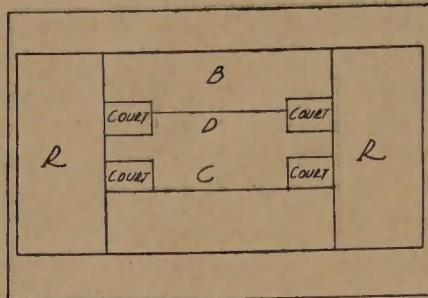
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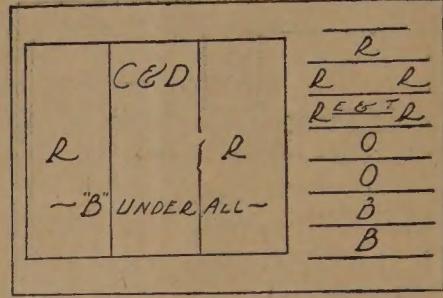
MASSACHUSETTS "TECH"



JOHN CRERAR LIBRARY
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ST. LOUIS PUBLIC LIBRARY



JOHN CRERAR LIBRARY
(PRESENT SITE)

brary; and some of irregular shapes conditioned by the sites.

Finally, there is the solid rectangle, with a large variation in the proportion of the sides from a square to a narrow oblong. This was the form of the old Boston Public Library, the first large public library building in the country; of Gore Hall at Harvard; of the Astor; and of many others. As used in these libraries, with a lofty central hall and alcoves at the sides for the books, the dislocation of the books was very great, and the space available for them too small for the increase of the collections. These considerations led Harvard in 1876 to adopt the stack system in which the books are housed compactly in rooms used for this purpose alone. By placing these stacks in a rectangle at right angles to the reading room, a very convenient arrangement was secured. Indeed, it varies from the general plan of the modern university library only in not having study rooms around the stacks. This addition could not have been made in 1876, when gas was the only available illuminant, and the library closed at sunset.

This form gives the minimum of cost of construction and maintenance, and a maximum of compactness and accessibility. I have selected two representatives, the Massachusetts Institute of Technology because of its oddity, and the John Crerar for other reasons. (See Diagrams.)

The next factor, logically, is the height. The clear height of the stack floors is determined by the reach of the average attendant at not over 7½ feet, and if the service floors are in contact with the stacks they should communicate on a level at every second or third floor of the stack. Personally, I would prefer every second floor, carrying the floors thru the stack, if at every floor there would not be sufficient light and ventilation for the staff, while every third floor would be unnecessarily high, causing loss of space and excessive vertical travel. The reading rooms require a greater height for proper lighting and ventilation and in addition permit closer seating without the feeling of being crowded.

A more important item is the number and arrangement of the rooms. Errors here may affect very seriously the number of attendants required and thus increase the maintenance charge. The number and position of the reading rooms is especially important. Some division is necessary, as has been pointed out already. Such divisions, however, are costly and should be avoided as far as possible. The experience of the Newberry Library on this point is enlightening. Its original plan provided for a series of departmental reading rooms, each containing the books on a given subject, and served by attendants having expert knowledge of the subject. From time to time the system has been curtailed until now there is one central reading room and one other for the genealogical collection. The objections to a multiplicity of reading rooms are now felt so generally that most large libraries would refuse a gift which would require the establishment of a separate room, unless with an endowment sufficient to compensate for the disadvantages.

Except that the salaries involved are smaller the same may be said of the arrangement of the stacks. A dispersal of these requires more attendants and lengthens the time of service and so is uneconomical.

Under this head falls also an item which may be of considerable influence on the cost of the building and its maintenance. This is the space devoted to halls and corridors. These should give ready and ample access to such rooms as require this, but anything more, at least in a northern climate, is wholly an evil from the economic standpoint. That the maintenance charge of the New York Public Library is increased considerably by the extent of its halls and corridors is evident to any one who has been in the building. That the loss of time to readers and staff is also considerable is equally certain, tho perhaps not so obvious.

In the matter of lighting, as may be inferred from what has been said, there is a conflict of forces. The more compact building will require more artificial light, and also by permitting more work require more supplies. On the

other hand, electricity is the one item of library expense which has not increased materially in cost in the last six years. Moreover, the introduction of the semi-indirect system has secured much better results than the direct for only a comparatively slight increase in the amount of current and almost as good results as the indirect for a considerable diminution in the current.

In ventilation, however, there is room for improvement. The usual method, where an artificial system is used, is to provide one sufficient for the whole building and requiring to be run as a whole. Yet this is evidently uneconomical, for the needs of different parts of the building vary greatly both as to quantity and duration.

In concluding this part of the paper let me refer briefly to a phase of the subject which on first thought might not seem to belong to it at all. This is the aesthetics of library architecture. Yet it is certain that the adoption of a style which is expensive to construct may impose too heavy a burden on the funds of the

library, that one with much ornamentation will be more expensive to maintain, that one will give more available or better lighted space than another; and on the other hand that bad architecture or an absolutely plain building in the factory style will almost certainly cost the institution the respect and perhaps the good will of all who see it and use it. In economic terms this may well mean the loss of financial support from the community either in taxes or gifts, a loss of efficiency on the part of the staff thru lack of pride in the institution, and a disregard for its property and regulations on the part of the readers.

Speaking under correction as a layman, I do not think that simplicity and unity of plan are incompatible with dignity of style, beauty of design, or suitability of material.

Does not Polonius' advice fit exactly? "Costly thy habit as thy purse can buy, but not expressed in fancy." Would not Laertes have erred equally had he bought for his studies at the university either the full dress of a courtier or the overalls of a workman?

The Catalog of the Future

THE catalog of the future—what is it to be? The catalog of the present has been developed thru many experiments to a completeness that leaves little to be desired. A librarian whose privilege it was to succeed to a school library where had just been installed a new catalog with a well-nigh perfect list of author, title, subject, analytic and cross reference cards was enthusiastic over the opportunity for inducing Junior High School pupils into its use, fore-tasting the pleasure of accustoming all those growing minds to the use of the tool that was to make them at home in any library.

Time after time she explained to individuals and to groups the use of the cards only to find them after many days starting to read the catalog thru to find a needed book or looking in the last drawer for Burns' poems or complaining there was nothing about Longfellow because the drawer chanced to read "KIP-MAN." Gradually it dawned upon her that they lacked a working knowledge of the alphabet; many of them lacked any knowledge of it. A few who were "alphabet-minded" quickly learned the order of letters and the encyclopedic sequences. But many who had come up thru the "modified Gary system" seemed powerless to grasp it and turned in discouragement from any attempt to use the catalog. The trouble was sharply

brought out when a bright boy between eight and ten years of age asked for his reader's card. In the noise of a passing class the librarian was uncertain as to the name and asked "Does it begin with B or P?" "I don't know" he replied. Thinking he had misunderstood, she said "Spell it." A look of puzzled helplessness passed over his face; then he brightened and said "I can't spell it but I can write it." Given pencil and paper he wrote in a firm clear hand "Harry Puder."

Such experiences make librarians wonder what is to become of tools based on fundamentals no longer taught in schools? Must the catalog of the future be oral (or aural) constructed on sounds not letters? Will a trained ear listen at the "SH" phone till "Shakespeare" sounds and then press a button which will click into view an indication of the location of the volume sought? Or will it be piano board style where manipulation of the keys will bring as accurate and instantaneous service as a cash register?

Whatever the new system devised to keep up with modern educational methods, there would seem to be more trouble ahead for librarians and library schools.

MINNIE CLARKE BUDLONG.

Michigan's State Library Service*

AT present Michigan's State Library** is under a Board of Library Commissioners which has five members appointed by the Governor for a term of four years. The state librarian is a member of the board and its secretary.

It is recommended:

1. That the library service be considered part of the State's educational service and placed in the Department of Education.
2. That the library board be abolished.
3. That officers responsible for promoting the State's library work, including the state librarian, be appointed by the state superintendent of public instruction or commissioner of education.

The proposal to make the library service a part of the State's larger program for public education is based upon a double desire to increase and improve library service and to strengthen the schools. Even if the State's library program were far more extensive, it is believed that association with the State's other education would do more for libraries than any independent board, no matter how competent, can easily do.

The larger part of the work of the State library service is and always will be primarily in rural and semi-urban districts, where the schools stand a better chance of receiving adequate support than does a library. There is a growing belief that the natural center for community interest is the public school building. This is true even in cities where there are more occasions for community gatherings in local schools than in a library. To combine the interest of school and library promises more for rural and semi-urban localities, even for smaller cities, than does separation of the two. Even in larger cities progressive librarians try to establish branches at public schools. No place in Michigan is rich enough to tolerate lack of co-operation between public school and public library. No school is either rich enough or poor enough to be without both a well supported public school and an adequate library accessible to the public. To make sure that neither school nor library will suffer, it is recommended:

That Michigan attempt to build up the libraries which its rural districts sadly need by increasing the responsibility of the public school system for library development.

If this recommendation is not followed, an alternative is recommended:

That central responsibility be secured by abolishing the library board and placing the obligation for promoting library service upon a library director who shall be accountable to the governor.

The reasons for substituting a single-headed officer for a board of five have been given repeatedly under other headings.

For this proposal it is believed that even library leaders can be won if the matter is taken up with them and the probabilities considered for development looking to conditions ahead in rural and semi-urban districts for the next ten and twenty years. There would still remain all that the volunteer association of library workers can do to keep a state library up to a maximum program. Stronger than any outside pressure will be the inside appeal of districts centering in the schools of the state for adequate library facilities. A stronger direction can be obtained thru pooling the library interests with education than can in all probability be obtained by trying to secure a separate salary and separate maintenance.

There will be those who believe that merging the library and educational services will jeopardize the library and make it a sort of neglected step-sister unless the law specifies a certain millage to be allowed each year for library development. That is a plausible argument that friends of various movements frequently urge. Experience shows, however, that there is a tendency on the part of public officers who are insured a certain statutory millage, to cut their program to fit that allowance instead of telling the whole of their story and expecting communities and the state to make appropriations which will fit newly seen needs. It is believed that all friends of library extension in Michigan will be more keenly alive to the possibilities of this work and will do far more to help the public see the need for it, if it is incorporated as one of the State's educational services to be supported out of special appropriations for supervision and for State grants. There are very few educational services that ever have suffered or ever will suffer because of the necessity of coming back to the people's representatives once every two years with proof that money has been well spent and that more money is needed.

* Summary of report on the analysis of Michigan's State Government Organization. Prepared by Committee to Promote Reorganization of Michigan's State Government. Chapter 26, page 146.

** The State Library itself is not in charge of this board which has jurisdiction otherwise in the library affairs of the State.—ED. L. J.

The "Morgue" as a Factor in Journalism*

By JOSEPH F. KWAPIL

Librarian, Public Ledger Company, Philadelphia

THE "Morgue," when conducted on a modern basis, is an indispensable department of any well-regulated newspaper. It bears the same relation to the editorial force of a newspaper as the accounting department has to that of a large corporation. Instead of accounts it is responsible for items of news, biographical and prepared obituary sketches, zinc etchings, photographs, reference books, etc.

The greatness of the morgue is demonstrated to the best advantage at times when there are happenings of great importance. There may be a great shipping disaster, a mine explosion, a bomb outrage, a sensational murder, or a great conflagration. It is prepared for just such emergencies as these in which the details are often meagre. It can supply a great variety of detailed information, photographs, maps and charts to illustrate it; making it possible to "play the story" for its full value from the news standpoint. Rival newspapers, which have not developed their morgue department sufficiently to possess this material are at very much of a disadvantage.

By way of illustration: a fairly prominent person dies unexpectedly, there has been no time to prepare an obituary sketch in advance. The editor sends for all the available material. He receives an envelope of clippings, a book containing a biographical sketch, numerous photographs, and quite likely an envelope containing several cuts. From the data supplied the rewrite man is able to prepare a quite satisfactory sketch for the next edition, altho he may have had just a few minutes in which to do this. Within a half hour from the time that the message came into the office the newspaper is on the street, giving full details, which include a sketch of his life and that of his family, embellished with a good late portrait. This kind of incident is of practically everyday occurrence. While on the subject of obituaries, the well-equipped morgue has many thousands of up-to-date obituary sketches and cuts of people of local, national and international importance in its files for such an emergency, and those of special importance are prepared in advance, set in type and kept corrected up to date. These are given a number in the "galley" and the proofs are filed in the morgue.

Newspaper reporters are constantly changing from one office to another. Why this should be

it is not easy to explain. They change so frequently that it is almost impossible to be familiar with all their names. As a consequence it is often necessary to assign a new reporter to a story that has been covered on previous occasions by other members of the reportorial staff. Altho he is unfamiliar with the details or history of his story, he can get the envelope on that particular subject, study what has been previously written, and he is thus enabled to write intelligently and in accord with the policy of the paper on this particular subject.

The editorial writers use the morgue freely to ascertain and verify facts. They consult it when they are about to quote someone and want the exact wording of what he said and the occasion on which he said it. It is invaluable when it is necessary to secure the text of certain bills pending in Congress or the state legislatures, and the facts and statistics that have been used in connection with such bills.

The Sunday department is dependent to a great degree on the morgue for data and photographs to illustrate the magazine section of the paper. A high percentage of the articles used in this section is based on the material supplied by this department.

There is an important tuberculosis or cancer discovery announced in Paris. The City Editor wants to give the story a local angle, and wishes to obtain the opinions of resident specialists on this new discovery. The morgue is called upon to supply the names of such specialists and is able to do so from the news clippings filed, in which they are quoted on that subject.

The promotion branch of the Advertising Department has a request from a prospective advertiser who wants facts about automobiles, for instance. He may want the number of passenger cars, motor trucks, accessory dealers, etc., in the city. The morgue should be able to supply these facts.

The Circulation Department every day receives many letters with enclosed stamps, asking for a paper that had such and such an article, the date of which the enquirer does not recall. These inquiries are all referred to the morgue, which supplies the dates with little trouble, by means of the news index, a daily chronicle of the contents of the newspaper.

The newspaper is looked upon as a kind of public institution, and is expected to answer questions that cover almost every subject imaginable. The public looks upon it as an obligation

* Paper read before the Pennsylvania Library Club at Atlantic City, April 30, 1920.

on the part of the newspaper, rather than a courtesy. These requests for information come in the form of letters, telephone calls and personal visits. The morgue has a special department called the Information Bureau where all queries are submitted. On some days the telephone rings incessantly and the calls run into the hundreds.

The success of a newspaper morgue depends a great deal on the librarian in charge. He must be a man who is wide awake to his position and responsibilities. He must be a student of events and happenings so as to select the material to be filed. He must possess a mind for detail and organization and be able to reduce lost motion to a minimum. He must act as the connecting link between the past, the present and the future. He must be historian of contemporary events, and is supposed to have everything that has happened in the last fifty years at his finger tips. He must be thoroly familiar with persons local, national and international. To use a slang baseball expression, he is the "pinch hitter" in almost every crisis.

When a big news story "breaks," the order runs: "Get the morgue on the 'phone quick," and the morgue man is expected to be "on the job" like a fire horse. He must be persistent and determined with the tenacity of a bulldog. No task is too great or too difficult for him to tackle. The harder the task, the more he glories in it. He takes a keen pride in the department, and is most jealous of its reputation, and when it fails, even tho thru no fault of his own, he feels the humiliation deeply.

When he does the reading for the material to be filed, the whole world is as a panorama to him, he clips an item here and there with the finesse of a surgeon doing a delicate operation. By being familiar with events and happenings everywhere, from day to day, he finds it unnecessary to read this material thoroly. He has developed a fine sense of news value, and is able to judge quickly as to whether the matter is worth saving. His reading averages about one hundred newspapers daily, and every week he handles thousands of news clippings, and yet by means of his finely developed system he can lay his hand on any clipping almost instantly. Such a librarian can make his work rank with the most important in the newspaper office, while on the other hand if he lacks vision and initiative, he can keep it on the level of that of an average file clerk.

According to the modern standards of journalism, the *Public Ledger* has an excellent example of the up-to-date newspaper morgue. Several years ago when the Curtis interests purchased it, it was discovered that the morgue was

the weakest department of the whole newspaper plant. It was decided, therefore, to reorganize this department which was thus enabled to adopt the best features of the several great newspaper morgues. Where other newspapers had their material scattered in several different departments, the *Public Ledger* merged them into one central department, concentrating all authority under one head who was responsible directly to the general manager of the paper. This effected a tremendous saving in overhead expense, and at the same time speeded up the entire machine.

Vertical filing equipment was adopted in preference to the open shelf system, the vertical file being more sanitary and saving at least fifty per cent on floor area necessary for aisle space where shelving is used.

Some newspapers file their photographs and clippings together. This necessitates the use of a large manila envelope to file small clippings, and owing to the fact that the clippings far outnumber the photographs, it causes an enormous waste of drawer or shelf space. To avoid this the *Ledger* Morgue adopted a six by four inch envelope made of strong thin paper. One thousand of these envelopes measure eighteen inches. The same number made of manila paper of the kind generally used, would measure thirty inches. This saving of twelve inches of drawer space for every thousand envelopes is very important, in view of the fact that the number of envelopes runs into the hundreds of thousands. With the use of the larger envelope there is also a tendency to put too much material under one broad classification, thus causing a great waste of time at the critical moment in locating some specific material. In contrast, the smaller envelope system lends itself to more definite and direct classification, and allows subdivision of the material as occasion demands. For photographs a ten by twelve inch manila envelope is used, allowing an envelope to every person and subject filed. Before being filed every photograph is stripped and trimmed of every vestige of surplus material so as to keep down the bulk. Fully ninety-eight per cent of the photographs can be filed in this size envelope.

Many morgues use the same size of envelope to hold both one and two column cuts. But the one column cuts outnumber the two column cuts by about six to one. To save space, therefore, the *Ledger* adopted a three by five inch envelope for the one column cuts, and a five by eight inch size for those taking two columns. By doing this it is possible to file twelve thousand one column cuts in the space which would otherwise accommodate only forty-eight hundred cuts.

Very few newspapers keep a daily index of their papers, and are compelled to depend on

their clipping files to trace facts published in their paper. This involves the filing of a great deal of material of only temporary value which in a few months "clutters up" the files and lessens the value of the permanent material. To avoid this the *Ledger* established a daily index. The records are typewritten on special ruled sheets, and show the month, day, edition, page and column on which each story appeared. At the end of the year the sheets are bound in a loose leaf ledger and serve as a permanent index to the bound files for that particular year. This involves about five hours' work daily, and proves a great time saver.

By doing away with the card index for the clipping and photograph files, and by making the envelopes containing the material serve the same purpose, it was made possible to reduce almost by half the work of filing, and greatly to facilitate the quick collection of material.

For keeping record of books, negatives and cuts, the card file has certain advantages. The cards used for this purpose have special forms, each most suitable to the purpose for which it is intended. This arrangement has worked out wonderfully well and could not be improved upon.

In regard to the system of classification, it was found advantageous to subdivide the material into three main divisions: personal, geographical and general. The personal division has by far the greatest amount of material, fully sixty per cent of the material being in this division. For this five thousand subdivision guides are used. The material is filed strictly alphabetically. When there is a great deal of material on an individual, it is subdivided as required. To illustrate, the subdivisions for President Harding are as follows:

Anecdotes	Masons
Ancestry	Merchant Marine
Anglo-American relations	Messages to Congress
Appointments	Music, favorite
Armor plate trust	Nomination to presidency
Army	Obituary
Boyhood days	Presidential campaign (addresses arranged chronologically)
Cabinet	Presidency
Disarmament	Prohibition
Election to presidency	Railroads
Foreign policies	Religious views
Germany	Recreation
Golf	Senatorial record
Hobbies	Signature
Inaugural	Sketches
Ireland	Soldiers' bonus
Labor	Summer home
League of Nations	Woman suffrage
Liberty bonds	
Tariff	

Roughly estimated, there are at present about two thousand clippings on President Harding. To find some special material by this method is a simple matter. For example, we want a certain statement he made in reference to the Irish question. All that is necessary is to go to the Warren G. Harding division of clippings, run down the alphabet until we come to the "Ireland" envelope. In it will be found clippings containing parts of speeches, interviews, etc., relative to President Harding and the Irish question.

Every time a prominent person in public life delivers an address or gives an interview, the full text is filed and a duplicate is carefully read and clipped. This article may contain statements regarding the League of Nations, the Japanese question, the tariff, and, possibly, a half dozen other vital subjects. In each case the part bearing on that particular subject is filed under that subdivision under the speaker's name.

Material other than personal is filed geographically as far as possible. In this division, the major subdivisions are the countries arranged alphabetically. The system of classification is so standardized that guides are suitable to almost any country or city. As an example let us take England. The classifications read:

Army	Foreign Relations	Parliament
Aviation		Railroads
Bolshevism	Labor	Strikes
Cabinet	Liquor	Tariff
Elections	Lords, House of	Treaties
Estates		Woman suffrage
Finances	Navy	

These subjects are subdivided again according to the material; thus, there may be under any one main head as many as fifty subdivisions. When the subjects of national importance have run the alphabet, the cities are arranged alphabetically, and the material on the cities is subdivided something like this:

Apartments	Historic Hotels	Population
Art galleries	Industries	Prisons
Bridges	Lighting	Residences
Buildings	Libraries	Schools
Charities	Monuments	Statues
Churches	Museum	Street cleaning
Clubs	Newspapers	Street railways
Fires	Parks	Streets
Fire department	Police	Theaters
Gas		Water
		Waterfront, etc

The classification for cities varies according to the material field. For large cities there are more subdivisions than for smaller cities.

For example, there may be material on three hundred different churches. There is an envelope for each church, and these are arranged alphabetically so that there is only one place to look for material on a certain church and one can tell instantly whether there be material on it.

The general division is for material such as cannot be filed according to any geographical point. For instance, some of the subdivisions selected from the A section are: Abdications; absinthe; accidents; acetylene; acidosis; acrobats, famous; actors; actors, Equity Association; adding machines; adenoids; advertising; aeroplanes, see aviation; age; agriculture; air.

These, too, are subdivided according to the extent of the material filed; the subdivisions of the heading "alien," for example, being as follows: Arrests, Austrians, deportations, enemies, hoarding of money, passports, population, property, slackers, etc. In some cases there may be as many as thirty subdivisions, the material being constantly re-classified as occasion demands.

The same system of classification is used for clippings, photographs, cuts and negatives. Thus, a person familiar with the clipping files can apply his knowledge to the other branches of the department.

In the *Ledger* morgue there are six persons employed. The head librarian reads and clips newspapers and magazines, supervises the department, interviews visitors and passes judgment on material of doubtful value for filing. The assistant librarian assists with the clipping; marks and classifies the clippings to be filed, answers queries, and gets out material called for by the different departments of the newspaper. The second assistant does all the filing of photographs, cuts, clippings and negatives, assists in looking up material in the files, and waits on the public which comes to the library for information. The night librarian indexes the morning *Public Ledger*, answers queries, and gets out material as wanted by the night staff. There is another indexer who indexes the *Evening Public Ledger*, and handles some of the telephone queries during the daytime. An apprentice keeps record of the material taken out and returned, goes to the different departments of the newspaper and collects material borrowed, strips the photographs from the mounts, enters the captions, dates, etc., and does other mechanical work.

The scope of activities of the *Public Ledger* morgue are broader than that of any similar department in the country. It is responsible for the clipping, photograph, cut, negatives, and advertisement drawing files. It keeps a news

index to two papers, has charge of the reference library, the information bureau, and the exchanges. It handles about three thousand clippings, twelve hundred photographs, five hundred negatives and two hundred drawings weekly. The service calls on the department often reach three hundred daily. The department supplies material to the *Evening Public Ledger*, *Public Ledger*, *Retail Public Ledger*, the *Saturday Evening Post*, *Ladies' Home Journal* and the *Country Gentleman*.

In the files there are at present about eight hundred thousand envelopes of clipping material, of photographs about five hundred thousand, about eighty thousand negatives, and forty thousand cuts. The library consists of about ten thousand volumes. It would be difficult to estimate the value of such a department in money, as most of the material, if lost, could not be replaced.

The morgue is a big factor in modern journalism. The average editor and publisher do not realize this, and often think that almost any one can fill the post of librarian. Then they wonder why they do not get results from a department, the head of which ranks with the file clerks instead of with the editors. At a conservative estimate I should say that every dollar judiciously spent on the morgue will add at least ten to the physical valuation of the newspaper property on the whole.

WANTED—THE UNITED BANKER FOR MARCH 1911

To the Editor of the LIBRARY JOURNAL:

In preparing a bibliography of the published writings and addresses of Dr. Edmund J. James, until recently president of the University of Illinois I have been unable to verify the following reference:

"Education, a function of the nation. . . .
United Banker, Minneapolis. Mar., 1911."

Altho this particular number of the *United Banker*, Minneapolis, was published scarcely ten years ago, I have been unable to locate a file of the periodical in the following libraries: Minneapolis Public, St. Paul Public, Minnesota State Historical Society, University of Minnesota, Chicago Public, John Crerar, New York Public, American Bankers Association, and the Library of Congress.

In case that you, or any of the readers of the LIBRARY JOURNAL, are able to assist me in locating a file of the *United Banker*, containing the number for March, 1911, I should feel very grateful.

J. B. CHILDS.
University of Illinois Library, Urbana, Ill.

Book Appeal of the Indianapolis Public Library

BY AMY WINSLOW
Chief of the Publications Division

OWING to the great book shortage, due to increased use of book stock, reduction in the book budget, the inelastic tax situation and the rising costs of all items in library administration, the Indianapolis Public Library found itself so seriously handicapped that service was crippled to an alarming extent. The number of home readers had increased 30% in three years. Consequently the books on the shelves were wearing out rapidly and the greater part of the book fund necessarily was expended for replacements.

Fully aware of the impossibility of obtaining from an economical legislative session a change in the tax law which limits the library income, the determination was reached to appeal directly to the citizens who own and use the library.

The first step was the careful preparation of "Fifty-seven Reasons Why the Indianapolis Public Library Needs Thousands of Books." The list was made up of brief, concise statements of particular needs which were limiting library service. These few examples are typical and indicative of the scope of the "57 Reasons."

"During certain periods of the year, particularly during the winter months, the Library has been wearing out more books than it can buy. Books worn out are naturally those most wanted and most in demand and use. The book collection is consequently becoming rapidly less adequate, useful and interesting. How long could a shoe store, a drug store or even a book store keep up under like conditions?

"It has been utterly impossible to build up library extension work in outlying parts of the city. As an example, for over a year the Library has been appealed to again and again by delegations to establish a small book station in a certain school in the northwest section of the city. Books are greatly needed and desired in this locality but even a small beginning has been an impossibility.

"In the work with children at community houses and deposit stations the Library is forced to use books which are so dirty and worn that they have been discarded from the regular book collection. This is a pitiable situation. A dirty book has as bad a psychological influence as a dirty room or a dirty street."

Copies of these "57 Reasons" were placed in the hands of every member of the Board of School Commissioners. They carried conviction to the extent of an immediate emergency appropriation of \$10,000, official action guaranteeing future adequate book budgets, and the authorization of a special appeal to the citizens for gifts of both books and funds as a further emergency measure.

It was decided to make in February a concentrated effort to plant in Indianapolis the idea of

library bequests and endowments, at the same time awakening a public realization of the needs of the library and preparing the way for an intensive appeal for gifts of books during the week of March 13 to 19. It was felt that this appeal would not bear immediate results but would start a leaven to work which would mean much for the library in years to come. A Form of Bequest was drawn up after consultation with two or three attorney friends of the library. This was multigraphed and sent out with a circular letter to all lawyers, physicians, clergymen and trust officers in the city. The letter stated urgent library needs and suggested that the enclosed Form of Bequest be used when suitable opportunity offered in presenting the idea of library bequests to Indianapolis citizens.

These letters were followed by circular letters to clubs and various organizations, presenting the library situation and suggesting gifts of books or funds for the purchase of books along their particular lines. To patriotic organizations we presented the need of books for use in Americanization work, to scientific societies we pressed the great need and demand for up-to-date technical books and proceedings of national technical societies, and in letters to women's clubs we emphasized the need for books on every subject covered by study outlines and for children's books for use in schools. The results from these letters have been very gratifying and are still being received.

An article appearing in a recent number of *New York Libraries* entitled "Why Give to Libraries" was adapted to the local situation, multigraphed and distributed with a number of these letters.

Series of articles were carefully prepared for each of the three large newspapers and appeared intermittently during a period of two or three weeks. These dealt separately with various phases of the library's activities and dwelt on the limited service in each of these fields, due solely to lack of books. The first article in the *Indianapolis News* was a half page feature story written by William Herschell and illustrated with pictures of the most seriously handicapped branches. These articles, along with a number of editorials, aroused a great deal of interest and discussion and produced an almost instantaneous response. Gifts of books by the arm-load began to pour in before March had even arrived. The service rendered by the three large

dailies in the city thruout the six weeks or so of concentrated effort on these appeals is almost without parallel. A total of 140 articles appeared, amounting to about 45 columns of regulation newspaper space, or nearly six solid pages, including a few cuts. These figures do not take into account the numerous articles which appeared in community papers, house organs and numerous minor publications. It was impossible to obtain an accurate count of these.

It seemed wisest to concentrate the March campaign for gifts of books in one single week, the week of March 13 to 19. No stone was left unturned to prepare the way for the week of this appeal. This was done by newspaper articles, personal talks, letters and announcements in church bulletins and from pulpits. Circular letters were sent to about sixty Indianapolis publications, including the larger house organs. These asked for co-operation and a small space, if possible, devoted to a statement of library needs. With the most important of these letters were sent copies of the "57 Reasons." These "57 Reasons" achieved a certain amount of local fame and were published serially by one of the large dailies and by one of the smaller community papers. Letters were sent to clergymen asking that they give the library all assistance possible in the way of announcements and personal influence. Copies of the "57 Reasons" were mailed with these letters also.

A regular corps of speakers was organized, including members of the library staff, the Citizens' Library Committee and many good friends of the library. In this way the most prominent literary clubs and business organizations were reached in a personal way. Two organizations volunteered the help of their whole membership, the Junior Chamber of Commerce and the Lions' Club. The Junior Chamber of Commerce sent speakers to a number of business clubs and to some of the moving picture theatres. They also circularized the senior Chamber of Commerce.

One of the most important and influential evidences of outside voluntary assistance was the offer from the Orloff Trio to give for the benefit of the book fund a recital, all proceeds to be used in the purchase of books and a part to be used exclusively for music books. The proceeds from this recital exceeded \$500. Even more important than the financial results was the widespread interest awakened in the library situation. The programs for the concert were printed at a nominal charge by the Printing School of the Arsenal Technical School and carried on the reverse side an emphatic statement of needs and appeal for gifts of books. Practically the only expense involved in the concert

was the charge made for blueprinting the one hundred posters announcing the concert. This item was not large as the work was done at a reduced rate.

Efforts for the week of the appeal were centered on the schools as they are the most strategic points for reaching the whole population. Letters were sent out over the signature of the city superintendent of schools to the principals and teachers in all the school buildings in the city explaining details and urging co-operation. Attractive little circulars were printed in large enough quantities to supply every child, including high school students, with a copy. These circulars stated concretely both what we wanted and what we did not want in the way of books. They were divided into three sections, one addressed to the boys and girls, one to the young people and one to their parents. Members of the library staff went to as many of the school buildings as possible to present the matter in person to the children. They were received with almost uniform enthusiasm and a great show of interest. In a number of instances voluntary cash contributions were made by the children. Talks were made also before a number of the parent-teacher associations. The organizing of the high schools for the campaign was left in the hands of high school principals. Local committees were appointed and each school worked out details to fit the peculiar situation there presented.

The book stores of the city offered splendid support, setting aside table and window displays for books needed by the library and selected by members of the library staff. Advertisements during Book Week urged people to buy books for the library and in three stores a discount of 15% was offered on all books purchased for the library. With the monthly statements from the W. K. Stewart Company were mailed mimeographed copies of the following appeal:

"Your Indianapolis Public Library is facing a serious shortage of books. With a net increase of 30% in the number of library readers in three years, it is embarrassed by a very inadequate book fund and no means of any immediate financial relief in sight.

"In the face of these facts the Library is appealing to the citizens of Indianapolis. During the week of March 13th to 19th the people of the city are to have an opportunity to help remedy this book situation. The Library will recommend books of which it is in desperate need. These will be displayed at W. K. Stewart's during the Library Book Week for the benefit of public-spirited citizens who will buy books for their Public Library.

"Remember March 13th to 19th. Come to W. K. Stewart's and buy books for your Library. They will reach 61,000 library readers. The needs are urgent. Help make your Indianapolis Public Library, the best of its size in the country.

"The Stewart Company's part in this campaign will

be a 15% discount on all books bought for the Public Library."

The Merchants' Association urged their members to assist the library, and as a consequence book collection boxes were placed in six large stores for the reception of books for the library. All publicity in enumerating places where books might be left mentioned these stores, school buildings and all library buildings.

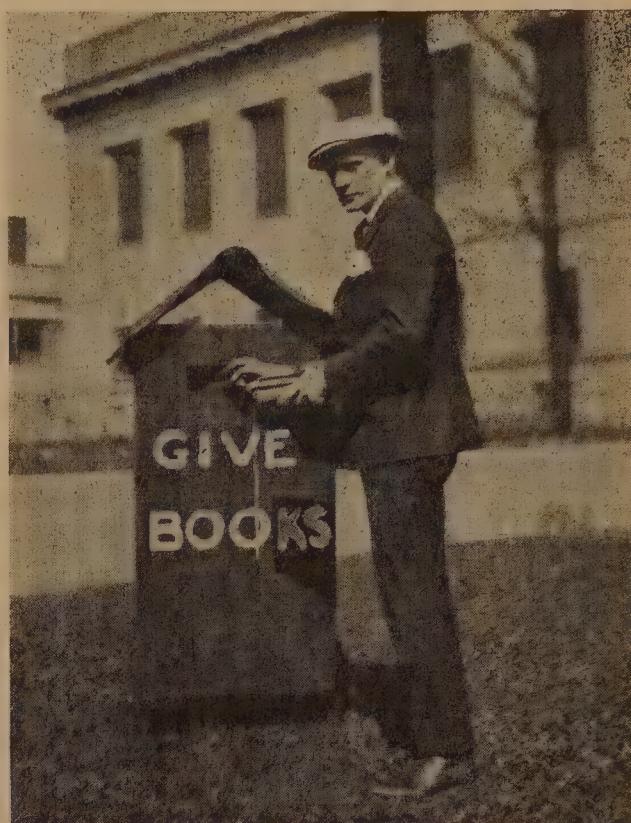
Firms and individuals were generous in their offers of service. Printing was done in several cases without charge, slides for the moving picture theaters were prepared as a contribution to the campaign, the use of the electric motograph and preparation of the sign for it were donated, billboard space and posters were offered gratis, and space on the front of 200 street cars was loaned for the week for display of posters which were printed without cost to the library.

Thru the efforts of the art instructors in the schools about fifty posters were designed by school children and displayed in store windows thruout the city. A beautiful gift bookplate was designed by Frederick Polley, head of the Art Department of the Arsenal Technical School, to be placed in every book given during the campaign. The plate shows a drawing of the Central Library building and is bordered with an adaptation of the carving over the main entrance. This plate served as a great incentive to the children. The idea of having one's name in a library book as the donor aroused the giving instinct to a frenzy.

Cartoonists for two of the newspapers caught the library idea and told in pictures what editorials and library stories had been saying in type. Gaar Williams and Jim Crow achieved front page space in the *News* and *Star*, and Chic Jackson devoted two whole dramas from the life of the Bean family to appeals for books for the library.



THE LITTLE "BOOK HOUSE" FOR RECEIVING COIN



PROTECTED BOX FOR BOOKS ON THE LIBRARY GROUNDS

The following forms of publicity were used during the week of March 13 to 19:

Electric motograph (moving electric sign) over Merchants' Heat and Light building, ran the following appeal for five days: "Your public library desperately needs books. Thousands of them. We appeal to you. Give your own books! Buy new books! Ask your neighbor to give. Tell everybody! It's your library. Help make it the best in the country. Charles E. Rush, Librarian."

Cloth signs on school and library trucks.

Posters on fronts of 200 street cars:

"BOOKS! BOOKS! YOUR PUBLIC LIBRARY NEEDS BOOKS. GIVE YOURS THIS WEEK. MARCH 13-19."

Billboard posters.

Slides shown in 25 moving picture theaters.

Bulletin boards in all library buildings bearing posters relating to the book appeal.

Plainly lettered posters on collection boxes in stores placed there for receiving of books.

Letter from Mayor endorsing the appeal published in the newspapers.

Announcements in church bulletins and from church pulpits.

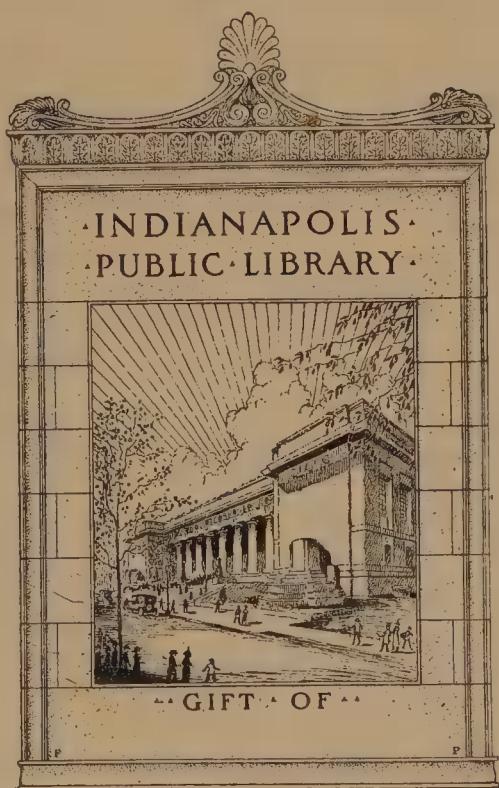
Large yellow box, with black lettering, at corner of Central Library grounds, for the receiving of books. This had a water-

proof covering and received several hundred books.

Little "Book House" for receipt of pennies and dimes. Titles of children's books were represented in the shingles of the little house and money was dropped in thru the chimney. This little house received over \$50.

Miniature well, with "old oaken bucket," the "bucket for ducats," in Main Delivery Room. This received over \$30.

What were the definite results? Over 32,500 books, more than \$1,250 in cash, remarkable publicity, personal book interest in the library, aroused feeling of public responsibility in support and growth of the library, new friends and patrons, individual book giving habit aroused, bequests of special collections of books (two already received), idea implanted of leaving donations, memorials, and legacies to the library (five memorials received since February), \$10,000 additional emergency book fund from the Board, and official promise of one additional cent for books at next tax levy.



CAMPAIGN BOOK PLATE

The quality of books received has been amazingly good. The percentage of discards is very low and most of the titles received have been such as the library is glad to add to its collection. The high percentage of fiction will do a great deal to relieve the shortage along that line. The books of non-fiction have included

good books of travel, history and biography. Some of the exceptionally good titles given have been: complete works of Hugo, Balzac, Dumas, Voltaire, Plutarch, Irving, Eliot, Carlyle, Kipling and Bret Harte, Harvard Classics, Proceedings of the American Institute of Electrical Engineers, LaFollette's Making of America, English Men of Letters series, Margot Asquith, O'Brien's White Shadows in the South Seas, Esaray's History of Indiana, LaSalle University Extension course on Business Administration, Burton Holmes and Stoddard travel lectures, Thayer's Life of John Hay, etc.

The campaign has "paid" beyond a doubt. To any other library finding itself in a similar situation we recommend the plan. It has aroused a negligible amount of unfavorable criticism, it has cost very little, actual expenditures being less than \$200 in all, and it has more than doubled the goal we set for it, with an extraordinary amount of helpful publicity thrown in for good measure.

Summer Courses in Library Work

NEW HAMPSHIRE SUMMER SCHOOL

THE second annual summer library school and institute conducted jointly by New Hampshire College Library and the Public Library Commission of New Hampshire, will be held at New Hampshire College, Durham, N. H., from July 18th to 29th, 1921. Tuition at this summer school will be free for New Hampshire librarians. For all others a fee of \$10 will be charged.

Among the lecturers at the school will be Frances Hobart, Cataloging and Subject Headings; Mary E. S. Root, Children's Work; Ruth Dudley, Reference Work; Caroline H. Garland Selection of Books.

Apply for information to Grace E. Kingsland, State Library Commission, Concord, N. H., or Willard P. Lewis, N. H. College Library, Durham, N. H.

WILLARD P. LEWIS.

VERMONT SUMMER SCHOOL

A BRIEF course in library science and methods will be held at the University of Vermont at Burlington August 1-13 under the direction of the Vermont Free Public Library Commission. Frances Hobart and the Commission Secretary, Ruth L. Brown, will be instructors, and August 3-5 Clara W. Hunt of Brooklyn will give a course of six lectures on children's literature. Further information may be had by addressing the Library Commission, Montpelier, Vt.

RUTH L. BROWN.

References on High School Libraries*

By MARION HORTON
Principal, Los Angeles Library School

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Libraries and Museums

BY JOHN COTTON DANA

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1. How Museums Came to be so Deadly Dull

MUSEUMS of art are not made to fill a present need. They are made in obedience to an ancient fashion. The fashion grew up several centuries ago among kings, princes and other masters of men and wealth. Early museums were not made by the common people to supply a want which they felt; and when these common people found that they had, thru taxes, money held in common and at their own disposal thru their elected servants, they decided to use some of it to buy museums for themselves. Unfortunately, no one was at hand to tell them that they would get no pleasure or profit out of the kinds of museums which kings, princes and other masters of people and wealth had constructed; and so, being ruled by precedent or fashion, as were also their rich donors, their important citizen-trustees and their architects, they voted for, or silently approved, spending public money for the old kinds of museums. They cared more to be in the fashion than they did to get something useful and enjoyable.

That is only part of the story. The mastery of people and wealth by a few came on down to modern days. Most of us prefer mastery by another to the irksome task of mastering, and being responsible for, ourselves. The supermen who held and still hold the mastery of men and things inherited the fashion of their predecessors—kings, princes and others; therefore, they copied the old style of museum even when it was their purpose to make it for the people and not for themselves alone.

Museums of science were made of a stupefying dullness to the common man, because those who inspired and directed their construction and management were natural-history enthusiasts and scientists, who loved to observe, collect, name, label and arrange, for themselves; but never gave time, study and thought to the problem of making the objects which interested them inviting and profitable to the average intelligent person. Also, they gave no heed to children, being satisfied with the conventional thought that as the children have schools they need nothing more.

That story of the way deadly dull museums have come to be part of our accepted social equipment is in broad outline only.

One important factor in the process of making them deadly dull has been already hinted at—the stupidity of the rich who knew one type

of museums only—the remote, unvisited and melancholy temple to the dead gods of art and science. This stupidity was the basis of much insistence by givers, and by complaisant trustees of their gifts and, alas! by architects, that the buildings given should be patterned after ancient, dark and uninviting temples to gods, or fortified palaces of princes, also dark.

Another factor that helps make museums of art body-wearying and soul stupefying is the exaltation of the oil painting. To tell whence and how came this exaltation would be too long a story here. It is enough to say that during all our museum-of-art development those at the forefront in that development, rich donors, well-to-do and unimaginative trustees, have assumed that the one thing essential to a museum is a long series of oil paintings, in elaborate gilded frames, hung in sky-lighted rooms. Those many visit these long series of pretty, colored pictures and enjoy them much as they do our colored Sunday supplements, they do so because they think they ought; and they find those visits wearying to body, brain and eyes; and they carry away from them a minimum of suggestion for making daily life more entertaining and houses, homes, dress and domestic equipment more attractive and enjoyable.

What I mean is this: That the oil painting seems not to help in any discernible degree to make us more interested or intelligent in the application of decoration to daily life; but that the worship of it does seem to help to increase the number and size of soul-and-body-tiring galleries of pictures.

Among the obstacles to the development of museums which shall daily add to the agreeable reactions of all members of the community which supports them, and at the same time be helpful in broadening and enriching life thru the educational work they do, is the all-pervading convention concerning the character and location of museum buildings. This has already been touched on; but needs another word of explanation.

As kings and princes passed away, or became little more than conventions, some of the palaces they had occupied were taken over by the new government, and were turned into museums. This set the fashion of making museum buildings low, usually one story and a basement only, and of Greek or renaissance style.

The ideal museum building to-day, constructed in conformity with the precedent just noted and with the fashion that other precedents have set, is made to look as if it were of one story, with a basement; has skylighted rooms in the roof; is located at such a distance from the center of its city as to discourage visits; is grand and uninviting to the common people and within is elegantly embarrassing to most visitors.

If these preceding brief notes are in the main correct, then they sufficiently explain the average museum's unpopularity. To them should be added a further word as to lack of friendly and helpful relation between the contents of museums and the daily life of the people who maintain them.

Art, as represented by a museum of art, is thought of by museum enthusiasts and by the country at large as peculiar to itself, remote from daily life and quite unrelated to chairs, linoleum, wall-paper, bonnets, shoes and table-ware as used by the world outside. This potent convention as to the isolation of art-in-a-museum from all other things has been recently aptly illustrated by the remarks of a museum enthusi-

ast in a talk on art appreciation. The assumptions the writer made were that a knowledge of art and an appreciation of it could be gained only by seeing real art, and that as real art can be seen by the non-wealthy only within the walls of a museum of art, a person who has grown up in a western town or village cannot have either art knowledge or art appreciation!

It would be difficult to add to the impression that remark makes on the thoughtful by discussion of it.

The foregoing brief mention of some of the factors that have made museums remote, unvisited and melancholy, needs modification, of course. Especially does it need mention of the fact that in the past ten or fifteen years much has been done in not a few museums to redeem themselves from the charge of being unused and unattractive. Space does not permit me to note here specific cases. If it is found possible to add other informal papers to this one, the modern movement for making museums attractive and helpful to the commonalty will be described in them at some length.

Salary Reclassification Legislation

THE chances of securing salary reclassification legislation at the present special session of Congress appear to be good. In the pending bills the librarians of the Federal and District of Columbia Libraries occupy favorable positions.

It will be recalled that the Joint Congressional Commission on Reclassification classed librarians with other scientific and technical and professional employes but when it came to the allotment of salaries the existing low pay resulted in placing librarians below other technical people tho it did give them an increase over present salaries. The Library Advisory Wage Committee, after much hard work succeeded in establishing their contention that library salaries should be made comparable with other professional workers. That is where they were placed in the Lehlbach Bill which failed of enactment with the last Congress.

The Reclassification Report with its elaborate qualifications and duties specifications proved too voluminous ever to be enacted into law entire, and the Lehlbach Bill founded on it was likewise considered too detailed to become law without simplification. The bills now before Congress are much briefer and simpler in terms and therefore much more likely to be understood by Congress and enacted into law.

There are two competing measures before Congress. One of these is the Sterling Bill (S. 13) which is based directly upon the Report of

the Joint Commission on Reclassification and the Lehlbach simplification of that report. Senator Sterling is the chairman of the Committee on Civil Service of the Senate. No House counterpart of the Sterling Bill has yet been introduced by Mr. Lehlbach, the chairman of the Committee on Civil Service of the House. It is understood that Mr. Lehlbach will shortly introduce a bill similar to or perhaps identical with the Sterling bill. The competing measure is known as the Wood-Smoot Bill; that is, identical bills have been introduced in the House by Mr. Wood (H.R.2921) and by Senator Smoot in the Senate (S.1079). This bill is also known as the Bureau of Efficiency Bill since it was drafted by that Bureau and provides that that Bureau shall participate in the allocation of individual positions and by regulations keep the measure up to date with changing conditions and the establishment of new services. The Sterling Bill makes the Civil Service Commission the allocating agency and provides that it shall keep the measure up to date.

In so far as these two competing classifications have been applied to existing library staffs they appear to run almost neck and neck in the matter of salaries. If anything the Wood-Smoot Bill is a little more favorable to technical employees, including librarians, than is the Sterling Bill.

The Sterling Bill attempts to classify the civilian positions of the Government for the purpose of the standardization of salaries. It groups employees into eleven main services: professional and scientific, subprofessional, office, messenger, nursing and attending, custodial and janitor, inspectional, police and criminal investigation, fire, skilled trades, and common and specialized labor services. In the professional and scientific and subprofessional services, in which librarians fall, educational and training standards are indicated and grades within the classes are set up.

The Wood-Smoot Bill does not call itself a classification measure but aims to "provide an equitable system for the valuation of the services of civilian employees of the Government." Its framers only claim for it that it is a revision and extension up and down of the long existing salary grades of the Government, that is clerks of class 1, \$1200; 2, \$1400; 3, \$1600; and 4, \$1800. The bill itself specifically enumerates and describes certain types of employments and fits them into its eighteen salary grades and provides that all other types and grades of employment shall be fitted into these grades by following the analogies already laid down.

The salary features of the two bills can perhaps best be shown by the tentative allocations that have been made of certain existing professional library positions in accordance with the two classifications:

Grade	Sterling	Grades	Wood Smoot
Sub-Professional			
2	\$1080-1320	5	\$1140-1500
3	1440-1800	7	1500-1860
Professional and Scientific			
1 (Junior professional)	1800-2160	9	1860-2400
2 (Assistant professional)	2340-2880	11	2460-3000
3 (Assoc.)	3120-3840	13	3000-3600
4 (Full)	4140-5040	15	3600-4500
5 (Senior)	5400-6000	16	4500-5700
6 (Chief)	6000-7200	17	5700-7500
		18	above 7500

In the Senate after a long contest between those who proposed that all classification measures should be referred to the Committee on Civil Service and those who contended that all such bills should go to the Appropriations Committee, finally a compromise was effected by which both bills have gone to the Committee on Civil Service for consideration and report, presumably as to their legislative features, and are later to go to the Committee on Appropriations for consideration and report "on the matter of salaries provided for in such bills." That is, the bills in order finally to be passed upon by the Senate require favorable report by both these committees. Those who have for so long been

working for some reclassification legislation are hopeful that these two committees will get together without undue delay.

GEORGE F. BOWERMAN.

Libraries in Education

A committee consisting of: J. I. Wyer, director of New York State Library, Chairman; Walter Brown, librarian of Buffalo Public Library; Annie S. Cutter, Public Library, Cleveland, Ohio; Lucile F. Fargo, librarian of North Central High School, Spokane, Wash.; H. A. Hollister, high school visitor, University of Illinois; Florence M. Hopkins, librarian, Central High School, Detroit, Mich.; Willis H. Kerr, librarian, State Normal School, Emporia, Kan.; C. G. Leland, superintendent of libraries, Dept. of Education, New York City; O. S. Rice, supervisor of school libraries for Wisconsin; Mary C. Richardson, librarian, State Normal School, Genesee, N. Y.; Alice Tyler, director, library school, Western Reserve University, Cleveland, Ohio; Harriet A. Wood, supervisor of schools and public libraries for Minnesota; Adeline B. Zachert, director of school libraries for Pennsylvania, recommends for adoption by the Library Department of the National Education Association at the Des Moines meeting the following resolution:

1. All pupils in both elementary and secondary schools should have ready access to books to the end that they may be trained (a) to love to read that which is worth while; (b) to supplement their school studies by the use of books other than text-books; (c) to use reference books easily and effectively; (d) to use intelligently both the school library and the public library.

2. Every secondary school should have a trained librarian, and every elementary school should have trained library service.

3. Trained librarians should have the same status as teachers or heads of departments of equal training and experience.

4. Every school that provides training for teachers should require a course in the use of books and libraries, and a course on the best literature for children.

5. Every state should provide for the supervision of school libraries and for the certification of school librarians.

6. The public library should be recognized as a necessary part of public instruction, and should be as liberally supported by tax as are the public schools, and for the same reasons.

7. The school system that does not make liberal provision for training in the use of libraries, fails to do its full duty in the way of revealing to all future citizens the opportunity to know and to use the resources of the public library as a means of education.

Library Salaries

IN their work among colleges and vocational directors some of the members of the A. L. A. Committee on Recruiting for Library Service have found that considerable misapprehension is current regarding library salaries. Those who have to do with advising college students as to choice of work frequently lack information on this point and believe salaries to be lower than they actually are. To help correct this impression Mr. Jennings, chairman of the Committee, suggested that data as to the salaries of recent graduates be secured from the library schools. The schools holding membership in the Association of American Library Schools were addressed with this in view. Nine responded, giving figures based on reports from 414 former students. Altho no figures of this kind can be absolutely complete, it is believed that such omissions as might affect the average in either direction would roughly balance each other, and that the averages are definitely significant as to what may be expected by persons who contemplate entering library work after attending a library school.

The results of the inquiry are as follows:

Report on average of present salaries of workers with library school training, who have left library school and gone into the field in and since June, 1918.

(a) Workers who have spent one year in library school:

1. Those taking positions 1918 (114 reporting), \$1422.

2. Those taking positions 1919 (87 reporting), \$1381.

3. Those taking positions 1920 (125 reporting), \$1327.

(b) Workers who have spent two years in library school:

1. Those taking positions 1918 (40 reporting), \$1742.

2. Those taking positions 1919 (19 reporting), \$1694.

3. Those taking positions 1920 (29 reporting), \$1676.

ERNEST J. REECE (*For the Committee*).

Private Control of the "Compendium"

To the Editor of the LIBRARY JOURNAL:

Librarians familiar with those invaluable guides to current national legislation known as the Compendium publications should unite in an effort to determine what is behind the sudden discontinuance of this excellent public document, and its transfer to private control. A notice recently received from the editor, W. Ray Loomis, who issued the publication from

the Document Room of the House of Representatives, informs us that with the close of the 66th Congress "it will be necessary to abolish the free mailing list . . . the new policy being to print a very limited edition for the personal use of Members of Congress only."

An inquiry, couched in terms of a protest, brought an unsigned typewritten communication suggesting that we "write to Miss Myrta B. Goodman, care National Bureau of Public Information, 405 Pope Building, Washington, D. C." who is said to be "making arrangements to distribute the publications during the 67th Congress."

Miss Goodman replied to our letter with great promptness, giving a subscription price list of \$22.50 for the weekly and monthly Compendium together, or \$11.50 for either one separately; also for a card index service at \$150 per session, this price to include the Compendium.

Further information from colleagues nearer to the scene of action produced the significant comment from one of them, *inter alia*, that he hesitated to speak of the matter because he feared that most of his language "would be of the kind made famous by Gen. Dawes of Chicago!"

Miss Goodman writes as secretary of the aforementioned National Bureau of Public Information, on letterheads of that concern, and encloses a booklet describing the service offered. No list of officers or organizers is given. Who is behind this scheme which transforms a useful and much needed government medium for the dissemination of official news into a private "good thing"? Can the A. L. A. Committee on Public Documents find out?

CARL B. RODEN, *Librarian.*
Chicago Public Library.

Books Offered for Sale by the U. S. Navy

The Navy Department has offered 80,000 books for sale under the heading "Surplus Navy Books." These books, however, do not include volumes donated or transferred by the American Library Association for use in Naval Libraries. They do include books bought during the war in larger quantities than will be needed in peace times. Certain titles were purchased for which there was a great demand during the war but for which there is little demand at present. Altho the books selected for sale are not considered essential for naval libraries, yet many of the volumes are believed to be of value for public libraries with a more varied type of readers.

CHARLES H. BROWN.

THE LIBRARY JOURNAL

TWICE-A-MONTH

MAY 15, 1921



THE arrangements for the A. L. A. Conference at Swampscott are fast shaping themselves, and the New Ocean House already records several hundred applications for accommodation. This hotel will itself house between seven and eight hundred, but nearly double that number can be provided for in the immediate neighborhood, in many cases at substantially lower rates than those of the hotels, so that no one need stay away for fear of camping out on the beach. The tentative program which we give in this number offers material for every taste. There will be a wonderful day's trip which includes a visit to Harvard University and historic Cambridge, a ride along the Paul Revere Road to Lexington and Concord, and a reception at the Boston Public Library in the evening. This should in itself entice many, especially from the West, who otherwise might not be tempted to make the journey. Supplemented, after the Sunday rest, by a journey to historic Plymouth in the year of the celebration of the tercentenary and later by the post-conference excursion thru the White Mountains, the call to Swampscott might seem almost irresistible to those whose purses can possibly permit the expenditure which the H. C. L. in transportation and hotel charges still requires.

★ ★ ★ ★ ★ ★

THE bi-state meeting at Atlantic City was especially notable this year for the excellent session of the American Library Institute, with the best program it has yet offered. This was made a meeting for all present, and the question whether the Institute has special reason for continuing existence was again raised by the facts that the papers were such as would naturally be read at a meeting of the Council or the A. L. A. and that the members of the Institute had not manifested sufficient interest in the organization to cast the votes necessary for the re-election of members and the admission of new members. The Constitution of the Institute requires the vote of three-fourths of the membership in order to elect. The Atlantic City meetings, Library Week in New York State, the Pacific North-West and other group meetings have their chief value, however, in the opportunities for conversation and consultation which they offer, in contrast with those at the larger

meetings of the A. L. A. The usefulness of these is illustrated by the fact brought out in Miss Zachert's entertaining and informing talk as to her work of library organization in the Virgin Islands, for she mentioned that she walked out of the meeting room at Atlantic City straight into the work at St. Thomas and St. Croix thru a talk with Miss Webster at that meeting. As a result, the library limits of the United States have been extended to cover its latest acquisition, and that in the most effective manner possible.

★ ★ ★ ★ ★ ★

D.R. WILLIAMSON'S project of "psychographs" for use in the choice of library personnel opened up a subject which is not new, but has new light thrown upon it by the modern scientific method. To fit together the work and the worker is, of course, the aim of all employers, and the scientific method contemplates a "work description" of the "job" and a psychograph of the candidate which are to fit the one upon the other, like the lid upon the kettle. The old-fashioned method of personal approach can never be ignored, to be sure, for the personal equation is always a factor of first importance, and this is better estimated face to face than by any written device. But the one method needs to be supplemented by the other, and Dr. Williamson's proposed questionnaire will afford an excellent basis for working out a most useful plan, if librarians will do him the favor and themselves the justice of answering his questionnaire. We have often had regretful occasion to point out that librarians, who should be foremost, are among the most backward in answering questionnaires, and we hope that this case may prove an exception to the rule.

★ ★ ★ ★ ★ ★

A REPORT to the Michigan legislature by a commission headed by W. H. Allen of the Bureau of Municipal Research, New York City, proposes that the library system thruout the State should be put both centrally and locally in the control of the school authorities, in the interests of economy and efficiency. The report makes the singular mistake of saying that the State Library is under the Board of Library Commissioners, whereas it is the general library

organization thruout the state which is meant. The same proposal has been up in California, as well as in some other states, and results from the general trend toward concentrating authority in the hands of a few state departments, an authority often scattered among multifarious and confusing divisions. Of course, in states where this change is in process, as well as in the commission government of cities, it is proper that the library system should be affiliated with the department of education or the school system, rather than with some other with which it has no relation whatever. But while there may properly be such affiliation, this plan should not mean that the library system should actually be administered by the school authorities, as is proposed in the Michigan report, a scheme which has been adversely reported upon in California, altho efforts in that direction are still on foot. In New York State the State library takes the

place of a library commission, as is also true in California, in having jurisdiction thruout the state; but the library department in the hands of the State librarian of New York, once he is appointed by the Board of Regents of the Department of Education, has been always kept a separate organization, and its efficiency has depended upon that fact. School authorities cannot be depended upon to accept and emphasize the value of libraries, and there are still notorious examples, as under the New York school district library scheme of the last century, where considerable expenditures for libraries came to nothing because they were made under school authorities. It is not merely professional protest that opposes absorption of libraries in the school system, but practical experience, which has shown that economy and efficiency do not lie in that direction.

LIBRARY ORGANIZATIONS

Conferences at Swampscott

CONFERENCE Week will be Monday, June 20th, to Saturday, June 25th, and sight seeing trips are planned for such visitors as can remain until Monday the 27th.

The Associations meeting during the week are:

American Library Association—Forty-third annual conference.

National Association of State Librarians—Twenty-fourth annual meeting.

American Association of Law Librarians—Sixteenth annual meeting.



THE NEW OCEAN HOUSE—THE HEADQUARTERS OF THE SWAMPSCOTT CONFERENCES

League of Library Commissions.

Special Libraries Association—Twelfth annual convention.

Bibliographical Society of America.

Association of American Library Schools.

Library Workers Association—Second annual meeting.

TRAVEL, RESERVATIONS, AND POST-CONFERENCE TRIP

For announcements see *LIBRARY JOURNAL* for April 1, p. 361-318 and:

AUTOMOBILE ROUTES TO SWAMPSCOTT

In an attempt to keep pace with the changing times, information will be collected as to various routes and various road conditions between New York, Philadelphia, Baltimore, Washington and Swampscott. The information will be based on reports made to the American Automobile Association June 1st. Anyone desiring to travel by automobile from New York and points south to Swampscott can obtain information of the various routes, road conditions, detours, etc., by applying to Charles H. Brown, Sixth Division, Navy Department, Washington, after June 1st.

EXHIBITS

The Sub-Committee, on Popular Use of Documents is planning an interesting exhibit showing how public documents are being used in some important libraries and suggesting many uses for them not ordinarily considered.

The Committee on Institutional Libraries will have an exhibit on hospital Libraries. A hospital book wagon will be one of the features.

An exhibit of books, pamphlets, etc., of interest to those concerned with library co-operation between the United States and the Hispanic countries is being prepared by Dr. Peter H. Goldsmith, director, Inter-America Division of the American Association for International Conciliation.

Other exhibits will be made by library supply houses, publishers, etc.

SPECIAL FEATURES

Arrangements are about concluded for the presentation of a cinema of the library work being done under the direction of Miss Jessie Carson in the devastated regions of France.

Among the distinguished visitors to the Conference for at least part of the week will be the Book Caravan—under the direction of Miss Bertha E. Mahony.

A special service for members of the A. L. A. will be held at Trinity Church, Copley Square, Boston, on Sunday morning, June 26th, at 11 o'clock, and a special sermon preached by Dr. Alexander Mann, rector of the Church, and president of the Board of Trustees of the Boston Public Library.

The Managers of the Old South Association in Boston at a recent meeting voted to invite the members of the American Library Association attending the convention at Swampscott to come to the Meeting House, and voted to admit them on presentation of their official A. L. A. badges.

For Thursday, June 23, no meetings are scheduled, that day being left free for an all-day outing which will include Lexington, Concord, Cambridge and Harvard University. In the evening there will be a reception and literary entertainment at the Boston Public Library, when Mayor Peters, Amy Lowell, Joseph Lincoln and Robert Frost will speak or read from their works.

REGISTRATION

ADVANCE ATTENDANCE REGISTER

The advance attendance register will include the names of all who write to the A. L. A., care New Ocean House, for hotel rooms, or to the Lynn Public Library, for rooms in private houses. Others who are expecting to attend, even for one session, are requested to send their names, library connections and conference addresses to F. W. Faxon, 83 Francis street, Boston, in order that their names may also be included in this printed list. The list will be sent to the printer about June 15.

REGISTRATION ON ARRIVAL

All persons attending the Conference are requested to register immediately on arrival, at A. L. A. Headquarters, in the lobby of the New Ocean House. Your friends will be inquiring about you and it will be impossible for the office to answer the inquiries until your name is entered on the lists of those present.

LIBRARY SCHOOL DINNERS

Friday evening, June 24

Officers of the alumni association should deal with the hotel management in making arrangements for these dinners.

INFORMATION SERVICE

The local committee, appointed to provide information service at the Swampscott convention, the week of June 20th, aims to cover a wide range of needs—beyond the routine of questions regarding session programs, excursions, etc., and changes therein—and to make special effort to respond to the more personal requests. Many people go to conventions hoping for light on some particular topic or for opportunity to exchange ideas on subjects in which they are qualified; only to return disappointed that the convention has lacked a clearing house of what's what and who's who. But it is just such a clearing house that our committee should furnish; and with this in view there will be forms to fill out for information desired, also for special in-

formation for which one is ready to stand sponsor. The committee will also be glad to receive communications in advance, which may be sent to: Information Committee, Swampscott Convention; c/o Boston Public Library, Copley Square, Boston, Mass.

G. W. LEE,

Chairman, Local Committee on Information.

AMERICAN LIBRARY ASSOCIATION

EXECUTIVE BOARD
Monday afternoon, June 20

COUNCIL MEETINGS

(Open to all members of A. L. A.)

First Session, Tuesday evening, June 21

Subject: Library Revenues.

Effect of recent legislation on library revenues—William F. Yust.

What legislation can and what it can not do.

What legislation has proved most effective in producing an adequate revenue—Frederick C. Hicks.

Should public library boards have the power to levy the library tax?

Affirmative—William J. Hamilton.

Negative—

Results of Ontario tax law—W. O. Carson.

How such a law would affect some of our libraries—Samuel H. Ranck.

Council Business.

Second Session, Saturday afternoon, June 25

Subject: Recruiting for library service.

Discussion opened by members of the Committee on recruiting—Judson T. Jennings, Chairman.

Subject: What books should public libraries exclude?

Subject: How A. L. A. Committees work. Discussion opened by C. B. Roden.

Third Session, Saturday evening, June 25

A short meeting will be held immediately following the last General Session if there is business to come before the Council.

AGRICULTURAL LIBRARIES SECTION

Tuesday evening, June 21

The contribution of librarians to agricultural research—Eunice R. Oberly, librarian, Bureau of Plant Industry, Washington, D. C.

A study of agricultural library buildings of various types—W. M. Hepburn, librarian, Purdue University.

Agricultural publications of Canada—Jacquetta Gardiner, librarian, Ontario Agricultural College, Guelph.

Official agricultural publications of Latin-America. Prepared under the direction of L. S. Rowe, director-general, Pan-American Union, Washington, D. C.

CATALOG SECTION

First Session, Tuesday afternoon, June 21
(Persons interested in training are urged to attend this session).

General topic: The catalog situation—What has become of the cataloger?

The objects of cataloging—Archibald Cary Coolidge, director, Harvard University Library.

Adventures among catalogs—Louise Fargo Brown, associate professor of history, Vassar College.

Making the dry side of cataloging interesting—Frances Rathbone Coe, head, catalog department, Massachusetts State Library.

Discussion. Among the speakers will be Charles A. Martel of the Library of Congress, Margaret Mann of the United Engineering Societies Library, New York, Anna M. Monrad of Yale University Library, Adam Strohm of Detroit, and directors and instructors from the library schools.

Second Session, Wednesday afternoon, June 22
How the Library of Congress classification works out in a public library—Jennie T. Jennings, assistant librarian, St. Paul, (Minn.) Public Library.

“Refractory material:” a symposium on methods of dealing with (but not cataloging of) music, pamphlets, maps, documents, Great War material, “easy books,” school duplicates, etc. This will include a paper on “Refractory and unusual material in the Harvard Wendell collection,” by Clara P. Briggs of Harvard College Library.

Short cuts in cataloging—Henry B. Van Hoesen, assistant librarian, Princeton University Library.

CHILDREN'S LIBRARIANS SECTION

First Session, Tuesday afternoon, June 21

Children's book week: A national movement—Frederic G. Melcher, executive secretary, American Association of Book Publishers.

A librarian's point of view—Clara W. Hunt, Brooklyn Public Library.

A book-seller's point of view—Bertha E. Mahony, Bookshop for Boys and Girls, Boston.

Report book production committee—Alice M. Jordan, Boston Public Library.

Second Session, Wednesday afternoon, June 22
The Children's librarian of to-day and tomorrow—Effie L. Power, Cleveland Public Library.

Following Miss Power's paper, there will be a discussion of everyday problems such as the book reviews, the project problem and reserve books, story-hours and clubs, staff recruiting, staff meetings, recreation for staff, attendance at the A. L. A.

COLLEGE AND REFERENCE SECTION*Friday afternoon, June 24*

Preparation of reference lists—R. J. Usher, John Crerar Library, and Walter L. Brown of Buffalo.

Co-operation of University libraries in purchase of material—James T. Gerould of Princeton, *et al.*

The present status of foreign bookbuying—M. L. Raney, Johns Hopkins University Library, *et al.*

Co-operation in genealogical work—Agnes C. Doyle, Boston, *et al.*

LENDING SECTION*Saturday afternoon, June 25*

Staff unity through leadership: how to meet work, fellow workers and the public—Louise Prouty, librarian, Main Library, Cleveland Public Library.

Can librarians read?—Mary Prescott Parsons, librarian, Morristown, (N. J.) Public Library. Round table: Perennial Circulation Problems. Book losses and recovery—Marcia M. Furnas, chief, delivery department, Indianapolis Public Library.

Circulation short cuts—Grace B. Finney, chief, circulation department, Public Library of the District of Columbia.

Where is my borrower's card?—Helen M. Ward, chief of circulation, Detroit Public Library.

When is my book due?—Mrs. Jessie Sargent McNiece, chief, circulation department, St. Louis Public Library.

PUBLIC DOCUMENTS ROUND TABLE*First Session, Wednesday morning, June 22*

Subject: Popular use of Documents in Libraries.

Report of sub-committee, Jessie M. Woodford, chairman.

Discussion.

Second Session, Saturday afternoon June 25

Supplementary report on popular use of documents, based on the discussion at the first session.

The new printing bill.

PROFESSIONAL TRAINING SECTION*Friday afternoon, June 24*

(Joint Session with the Association of American Library Schools.)

The practical work assignments of library school students—C. C. Williamson, chief of economics division, New York Public Library.

Statement regarding the work of the Association of American Library Schools—Josephine A. Rathbone, president.

Report of the work of the A. L. A. Committee on library training—Malcolm G. Wyer, chairman.

Reports on new features of training by representatives of various library schools and training classes.

Election of Officers.

SCHOOL LIBRARIES SECTION*First Session, Tuesday evening, June 21*

Topic: The school librarian.

The school librarian as an administrator—15 minutes.

What the school expects of the school librarian—15 minutes each.

Sherman Williams, state supervisor of school libraries, New York state.

(One other to be announced.)

Walter D. Hood, principal, Gilbert School, Winsted, Conn.

The relation of the college of education to the training of the school librarian. 30 minutes—Marion Horton, principal, library school of the Los Angeles Public Library.

Second Session, Wednesday morning, June 22

Normal and Elementary Schools.

Topic: Instruction in the use of books.

Work with books in the modern school.

Demonstration lesson in teaching the use of books.

Discussion and question box.

High Schools*Third Session, Saturday afternoon, June 25*

In charge of New England Association of School Libraries.

Teaching the use of the library.

How the school library can help in vocational work.

The librarian points the way. Jesse B. Davis, supervisor of secondary education, Hartford, Conn.

Our most pressing need. Adeline B. Zachert, director of school libraries for Pennsylvania.

TRUSTEES SECTION*Friday evening, June 24*

Several prominent trustees are being asked to make short talks and there will be ample opportunity for informal discussion.

The Committee on pensions and benefits will make its report. It is composed of Mrs. Ora Thompson of Rensselaer, Ind., Mrs. C. Henry Smith of Boulder, Colo., and S. J. Carter of Milwaukee, Wis.

Every library trustee who expects to attend the Conference is earnestly requested to communicate with the chairman of the section, Frank Hervey Pettingell, Los Angeles Stock Exchange, Los Angeles, Calif.

LIBRARIES OF RELIGION AND THEOLOGY ROUND TABLE*Friday evening, June 24*

Subject: Religious books in public libraries.

The church and the public library—Arthur E. Bostwick, librarian, St. Louis Public Library. The use of religious books in a library which serves both college and town—Azariah Root, librarian, Oberlin College Library.

The need of adequate representation of religious thought in the public library.

The service which the public library can render to religious education.

HOSPITAL LIBRARIANS

A "get-together" meeting is being planned. All hospital librarians and those especially interested in hospital libraries who expect to attend the conference are requested to notify E. Kathleen Jones, Massachusetts State Board of Education, Division of Public Libraries, State House, Boston.

LIBRARY BUILDINGS ROUND TABLE

Tuesday afternoon, June 21

A round table discussion on library buildings will probably be held at Swampscott on Tuesday afternoon, June 21. All who are interested in attending such a conference should communicate with Willis K. Stetson, librarian, public library, New Haven, Conn.

GENERAL SESSIONS

The hours arranged for the general sessions are here given. Full program in our next issue.

First. Monday evening. June 20

Dallas Lore Sharp will speak on "The Prophet and the Poet."

Second. Tuesday morning. June 21

The President will give her address.

Third. Tuesday evening. June 21

Judge H. M. Towner (of Smith-Towner Bill fame) will speak on "Libraries and the Nation."

Fourth. Friday morning. June 24

Joint meeting with the S. L. A. Subject: Co-operation between Public and Special Libraries.

Fifth. Saturday morning. June 25

Joint meeting with League of Library Commissions. K. L. Butterfield, president of the Massachusetts Agricultural College at Amherst, will speak on "Rural Libraries and Rural Life."

Sixth. Saturday evening. June 25

To-day's Tendencies in Book Publishing and Distribution. Speakers: Frederic G. Melcher, Macgregor Jenks and Glenn Frank.

AMERICAN ASSOCIATION OF LAW LIBRARIES

First Session, Tuesday afternoon, June 21

Address of welcome—Sumner Y. Wheeler, secretary, Essex Bar Association.

President's address.

Committee reports: Committee on new members; Committee on index to legal periodicals;

Committee on amendment of the constitution; Committee on check list of bar association reports; Joint Committee on national legislative information service; Committee on A. A. L. L. dinner.

Appointment of committees.

Second Session, Wednesday morning June 22

The county law library system in Massachusetts—Howard L. Stebbins, librarian, Social Law Library, Boston.

John Himes Arnold—Edward B. Adams, librarian, Harvard Law School.

Appreciation of Alexander H. R. Fraser—E. E. Willever, librarian, Cornell University Law School.

The Bibliography of naval and military law—Arthur C. Pulling, librarian, University of Minnesota Law School.

Third Session, Friday afternoon, June 24
(Joint Session with National Association of State Libraries.)

Developments in state libraries—George S. Goddard, state librarian, Connecticut.

Historical sketch of American legal periodicals—Henry E. Dunnack, state librarian, Maine.

Fourth Session, Friday evening, June 24

Present problems of law publishing—Burdett A. Rich, Lawyers Co-operative Publishing Company.

Famous and curious wills—Mrs. Gladys Judd Day, librarian, Hartford Bar Library, Hartford, Conn.

Report of treasurer.

Report of auditing committee.

Election of officers.

Annual Dinner

The annual dinner of the Association will be held at 6:30 p. m. on Friday, June 24.

SPECIAL LIBRARIES ASSOCIATION

THE twelfth annual convention of the Special Libraries Association will be held June 20-25.

The program will include three general sessions, three group meetings, and one joint session with the American Library Association. The special meeting to discuss the work of local special library associations will take place during the first half of the third group meeting. There will be no separate meetings of different business groups; the Financial group, the Street Railway group, the Government libraries group, and others will discuss their problems together at the three group meetings.

There will be no regular sessions on Thursday, June 23, this day being left free for visits to local points of interest.

GENERAL SESSIONS

*First General Session. Tuesday afternoon,
June 21*

General subject: "How Business and Technical Executives Obtain Information," will be taken up immediately after a short business session. Speakers: Leroy D. Peavey, vice-president, Babson Statistical Organization, Wellesley Hills, Mass.; Daniel N. Handy, librarian, Insurance Library of Boston, Boston, Mass. One speaker to be announced.

*Second General Session. Wednesday morning,
June 22*

Subject: The Practical Value of Special Library Information." Speakers: Frederick L. Hoffman, third vice-president and statistician, Prudential Insurance Company of America, Newark, N. J.; F. E. Barrows, of Pennie, Davis, Marvin and Edmonds, New York City; Mrs. Jeanne B. Foster, Librarian, Kuhn, Loeb and Company, New York City.

*Third General Session. Friday afternoon,
June 24*

Subject: "Business and Technical Information via the Special Library." Speakers: Francis H. Sisson, vice-president, Guaranty Trust Company, New York City; H. V. Coes, Engineering Staff of Ford, Bacon and Davis, New York City. One speaker to be announced.

*Joint S. L. A.-A. L. A. Session, Friday morning,
June 24*

Subject: "Co-operation between Public and Special Libraries." The Presidents of the two associations will preside and the speakers will be: Charles F. D. Belden; June R. Donnelly; and other speakers to be announced.

GROUP MEETINGS

The first group meeting, on the evening of Tuesday, June 21, will have for general topic: "Obtaining Information for the Special Library" and will be given over to five-minute talks and round-table discussion of ways and means to discover specialized sources and the salvaging of special library data therefrom. Group Chairman: Lewis A. Armistead. Discussion Leaders: Elsie L. Baechtold J. B. Carson, Adelaide R. Hasse, Maud A. Carabin, Helen E. Hemphill and Edward H. Redstone.

The second group meeting on Wednesday afternoon, June 22, will be devoted to ways and means of "Organizing Special Library Data," covering Filing, Classification Systems, Research Methods, Office Forms, etc. Group Chairman George Winthrop Lee. Discussion Leaders: Helen M. Rankin, M. Burnett, Louise Keller, M. C. Wells, Estelle L. Liebmann, and Wayne D. Heydecker and Guy Marion.

The third group meeting, on Friday evening, June 24, will have two parts.

First half. Subject: "Organizing the Community's Special Library Service." Speakers: Rebecca B. Rankin, president, New York Special Libraries Association; Bertha V. Hartzell, president, Boston Special Libraries Association; Helen M. Rankin, secretary-treasurer, Special Libraries Council of Philadelphia; Alta B. Claflin, president, Cleveland Club of Special Librarians; W. G. Barnstead, first vice-president, Canadian Association of Record Officers, Toronto, Canada.

The second half of the meeting, continuing the plan of previous group meetings, will be devoted to the subject: "Selling Special Library Service." Group Chairman Mary B. Day, will preside. Discussion Leaders: Miss E. M. Taylor, M. Reynolds, M. L. Alexander, Ethel Cleland, E. R. Oberly, L. R. Gibbs, Alice Rose and J. H. Friedel, Ralph L. Power.

LIBRARY WORKERS ASSOCIATION

Friday evening, June 24

The program for the meeting of the Library Workers Association is not yet complete. It is expected that the main topics will be the correlation of library courses and standards in libraries, probably discussed from the point of view of the library school, the librarian and the assistant. Besides this there will be reports of the work and discussion of the plans for the coming year.

LEAGUE OF LIBRARY COMMISSIONS

First Session. Friday afternoon. June 24

Program to be announced.

Second Session. Saturday morning. June 25
Joint meeting with the A. L. A. See p. 464.

NATIONAL ASSOCIATION OF STATE LIBRARIES

First Session, Tuesday evening, June 21

Public and school libraries of small towns and consolidated schools—W. F. Marshall, Mississippi.

Committee reports, etc.

Second Session, Wednesday afternoon, June 22
State libraries having archives departments—Herbert O. Brigham, Rhode Island.

Election of officers, etc.

Third Session, Friday afternoon, June 24
(Joint meeting with American Association of Law Libraries.)

For program see page 464.

BIBLIOGRAPHICAL SOCIETY OF AMERICA

Wednesday afternoon, June 22

Use of the photocopying machines in American libraries, as aids to bibliographical research and for other purposes.

Questionnaires now being collected by George W. Cole.

The Atlantic City Meeting

The twenty-fifth annual meeting of the New Jersey Library Association and the Pennsylvania Library Club was held at the Hotel Chelsea, April 29th and 30th. In addition to two programs arranged by the New Jersey Library Association, one by the Pennsylvania Library Club, and a joint session of these two, the American Library Institute had an open meeting and there were conferences of the New Jersey School Librarians' Association and of other groups.

AMERICAN LIBRARY INSTITUTE

A MEETING of the American Library Institute was held on Friday, April 29th, at the Hotel Chelsea, Atlantic City, at ten o'clock, Ernest C. Richardson acting as Chairman. The meeting was well attended, having, in addition to the Fellows of the Institute, many members of the other library organizations meeting at Atlantic City at the same time.

After the usual routine of business a letter was read from the National Dante Committee, asking the help of the Institute in giving prominence to Dante books and Dante material throughout the year in view of the six hundredth anniversary of the death of the poet. The Institute voted to pass on the letter to the succeeding meetings of the joint conference, and to ask the National Dante Committee to publish its appeal in the *LIBRARY JOURNAL* and in *Public Libraries*.

President Carlton, who is in Paris, cabled his greetings to the Institute, and sent as his Presidential Address "Notes on the American Library in Paris, Inc.," of which he is librarian. The paper gave a summary of the principal facts regarding the library, showing its constitution, its direction, and its use by the public. The paper went on to show the value of the Library as an outpost of the American Library Association, and as a medium for the cultivation of cordial relations between the United States and Europe. Dr. Carlton ended with suggestions for the future development of the Library and the hope that it would be possible to make the institution permanent.

Arthur E. Bostwick sent a paper on "An Old New-England Method of Book Distribution," giving an interesting account of the sale of the use of books for a stated period by auction, as he knew it in Litchfield, Connecticut, where it was used by the Litchfield Circulating Library from its foundation in 1870 until about 1880. Mr. Bostwick said that it was years after his graduation from college that he learned that this auction-system of book-distribution was anything more than a clever local idea. Then

Mr. Marrion Willcox, a New York journalist and literary man, told him that he had been familiar with it in his boyhood in Putnam, Connecticut. Mr. Bostwick said that there was something in that kind of book meeting that we do not get nowadays in our libraries, but he saw no reason why public meetings, in which library books are displayed and discussed and an opportunity is offered to those present to take them directly from the gathering to their homes for reading, should not reproduce some of its desirable features. He added that the St. Louis Public Library was now holding a series of weekly meetings of this kind, conducted by different members of the staff who have volunteered for the purpose. In the discussion Mr. Bowker recalled the trade sales carried on by the Bangs and by Mr. Leavitt, and the retail auctions carried on by the father of Mrs. McDevitt-Wilson, who was particularly successful.

Henry B. Van Hoesen of Princeton read a paper entitled: "Bibliographical Catalog and Short-Title Catalog," the object of which was not a comprehensive definition of catalog, but a rough definition or distinction of two kinds of library catalog; the one "a list, register or complete enumeration in systematic arrangement, with addition of brief particulars aiding identification and location;" the other, descriptive. Dr. Van Hoesen indicated the lines to be taken by a code of short catalog rules, following the usual outline: (1) Author and heading; (2) Title; (3) Imprint; (4) Collation and series note; (5) Contents; (6) Notes; (7) Added entries, analytical entries and references. He said that the choice between the two methods of cataloging will depend on practical considerations of use. One fundamental consideration is the relation of cataloging to bibliography. His own judgment on a questionnaire which he had sent out was that the users of a university library may be divided into staff, faculty, students, and general readers, altho all, to a certain extent, belong to the last class. The staff, with the exception of the Circulation Department, will use the bibliographical part of the cards. The professors, in his experience, will not, but come only for definite books, or even wish to disregard the card catalog altogether (not specifically the Princeton card catalog, but any catalog) and go to a class of books on the shelves. The students who come in search of books to which they have been referred by the professors, or at other times, are part of the last class, the general reader. General readers generally have recourse to the reference librarian for all sorts of information; the fullest catalog cannot hope to be his equal; and "short" may fairly ask whether it cannot be expected to do the extra work of

a "full" catalog. There was a very interesting discussion of this paper, both in print, as a pre-print, and orally.

Charles C. Williamson's paper on "Personnel Specifications for Library Work" had to do with a compilation in which all the principal specialized positions or types of work in a well organized library are arranged alphabetically by title and treated as follows. The duties of each position or specialized function are first described in as brief a form as possible, consistent with accuracy and intelligibility even to the layman. Statements of this sort have come to be known in the literature of personnel management and job analysis as work descriptions. For each position this work description is followed by a descriptive analysis of personal qualifications. Under this heading full information is sought on two points. In the first place the aim is to secure as authoritative an analysis as possible of the personal qualities, native abilities and capacities which experience has shown to be requisite for the most efficient and successful performance of the duties of each position. He is seeking the basic date for the construction of what the psychologists call a psychograph. Dr. Williamson went on to discuss in detail the definition of his psychograph, the description of duties and the qualifications required for them, and the method of obtaining information as to the general education and special training, which should be considered as a standard test for applicants. His paper was a plea for the need of making a beginning in scientific personnel studies, with special reference to library work, and he asked for the fullest and frankest criticism of his project.

Harry L. Koopman of Brown University read a paper on "The College Reading of Men Who Afterwards Became Famous." This was based on an examination of the records of books issued to students at Brown for a century, showing in detail the books drawn during each year of the student's career. Mr. Koopman read lists of the books read by some of the more distinguished graduates of Brown, and commented on the relation between their undergraduate reading and their future careers. It is hoped that this paper, with its lists, will be published in full.

Dr. Richardson, who had just returned from Europe, read a paper on "The League of Nations, 'The International Organization of Intellectual Work' and International Library Co-operation." The paper was a description of the discussions in the Assembly of the League of Nations on the proposed technical organization attached to the League for the purpose of developing international co-operation in the domain of intellectual activity. Dr. Richardson

ended his paper with the request that Americans so organize the instruments of research as to quicken information and increase production; then we shall be in a position to join with other nations for the international organization of intellectual work.

Clement W. Andrews' paper on "The Economics of Library Architecture" was not received in time for reading and discussion but was read on the afternoon of the following day: The first part of this paper is given as the leading article in this number of the LIBRARY JOURNAL and the second part, which deals particularly with the new John Crerar Library building, will be given in the number for June 1.

Papers and discussion will be printed in full in the *Proceedings* of the Institute.

ANDREW KEOGH, *Secretary*.

NEW JERSEY LIBRARY ASSOCIATION

The annual business meeting of the New Jersey Library Association was held on Friday afternoon, April 29th, Edward L. Farr, first vice-president, in the chair.

The report of the Finance Committee, presented by its chairman, A. C. Mack, was prefaced by a tribute to the untiring work of Sarah B. Askew for the passage of Assembly Bill 522, which "increases to two-thirds of a mill permissible tax rate for raising money for public libraries." On the motion of Charles A. George, the report was unanimously accepted and the congratulations and thanks of the Association were extended to Mr. Mack's Committee.

The report of the special committee, appointed to assist the Finance Committee, was presented by Miss Askew, who also spoke briefly upon the five library bills recently passed. These are Assembly 522 (Chap. 191) as above; Senate Bill 189 (P. L. 1921, Chap. 161) which "increases from five to six per cent the interest on bonds issued by municipalities for library purposes"; Senate 270 (Chap. 286) which "authorizes municipalities to reappropriate to libraries moneys received from fines"; Assembly 122 (Chap. 2) which "extends the Free Public Library Act to all municipalities, including townships"; and Assembly 520 (Chap. 213) which "authorizes county clerks to deposit in public libraries, or with local historic societies, newspaper files that have been preserved as county records."

Mr. Miller moved that the Association act to have Senate bill 270 so amended that Public Library funds shall be handled as are Public School funds.

Miss Pratt suggested that Assembly Bill 270 ought to be amended to include all moneys—for example, payments for lost books, etc., as,

at present, by the Pierson Act, libraries cannot receive money in compensation for lost or injured books. It was also suggested that the difficulty under the Pierson Act might be overcome by allowing an extra amount equal to the estimated income from fines, etc., when calculating the yearly budget. William B. Bamford, of Belmar, suggested that the purpose might be accomplished by amending the Pierson Act to take Library funds out of the control of municipal budgets in the same manner as school funds. Miss Askew reminded the meeting that it would be as difficult to amend the Pierson Act as to change the League of Nations, and suggested that the motion be held over until the Fall meeting.

Mr. Mack moved that inasmuch as the Finance Committee had been honorably discharged, the President appoint a Committee to be known as the Legislative Committee to report to the Association at its Fall meeting, and Mr. Bamford supplemented the motion to the effect that this Committee consider amending the library law to increase the mandatory amount allowed libraries by a sum equal to all the moneys collected by each library during the previous year. These motions were unanimously carried.

The Legislative Committee appointed for the ensuing year consists of William B. Bamford, Wilber S. Johnson, of East Orange; and G. M. La Monte, of Bound Brook.

Miss Askew then presented her Report which was accepted and ordered spread upon the minutes.

In gathering statistics as to salaries the Committee found this subject to be so closely related to service and certification of librarians, that it recommended a committee be appointed to formulate a statement on Standardization and Certification of Library Service. It was moved and carried that the President appoint such Committee. The committee for the coming year consists of Sarah B. Askew; Louise G. Hinsdale and Thomas H. Hatfield.

Florence Bradley, librarian of the National Organization for Public Health Nursing, followed with a most illuminating talk on "The Library's Part in Community Health," outlining the work of the library departments in such organizations and making a strong plea that the public library in each community render more effort to this work and thus relieve the organization library, which is experiencing greater demands from day to day from social workers, club women, school teachers and parents. Miss Bradley closed by urging a closer co-operation between the Public Library and the Public Health Nurse in each community. Books recom-

mended by Miss Bradley were on display, and lists were available for distribution.

Officers for the coming year are: President, Beatrice Winser, Newark; first vice-president, G. M. La Mont of Bound Brook; second vice-president, Bessie H. Newkirk of Camden; secretary, Adeline T. Davidson of East Orange; and treasurer, Helen M. Grannis, Perth Amboy.

FLORENCE M. BOWMAN, *Secretary.*

PENNSYLVANIA LIBRARY CLUB

At a meeting presided over by Frank G. Lewis on Saturday morning, April 30th, Joseph F. Kwapis, librarian of the Public Ledger Co., Philadelphia, read a paper on "The Importance of the Newspaper 'Morgue' as a Factor in Modern Journalism." This paper is given in full elsewhere in this number.

Following, Adeline B. Zachert, director of school libraries in Pennsylvania, gave a delightful account of the work which she and Eleanor Gleason of Rochester had recently concluded in establishing libraries with modern organization in the Virgin Islands. Miss Zachert outlined the history and present condition of the dwellers in the Islands, thus making a background for her bright story of a novel kind of extension resulting in three libraries established in less than three months in a land where widely varying interests make civic center activities most difficult, and where the "Library Lady from the Red Cross" and her volunteer assistant alone of all the people in that sunny region had any idea of haste. Organizing the libraries, training staffs and creating a public went hand in hand, and publicity methods innumerable, old and new, were employed: spreading the news thru volunteer helpers, distributing hand-bills, winning space for news notes and editorials in the newspapers, talks and story telling to trades unions denominational meetings and schools, and especially the appearance of "the Lady who Hurries" at the Movie Theatre between a blood-curdling mystery serial and Charlie Chaplin! The story of the opening of the Library at St. Thomas is told by Miss Zachert in the February 1 LIBRARY JOURNAL.

The announcement of the Travel Committee of the A. L. A. given by Frederick W. Faxon, chairman, concluded this session. For particulars regarding travel, reservations, local points of interest and post conference trip and other attractions, see LIBRARY JOURNAL for April 1, p. 316-318 and p. 460 ff. of the present number.

JEAN E. GRAFFEN, *Secretary pro. tem.*

On Saturday afternoon, April 30th, a corner conference for those interested in the work with

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children led by Julia F. Carter, Children's Librarian of the Extension Division, New York Public Library, was attended by about thirty-five librarians, and the questions asked were of vital interest to all. The greatest problem in the work seemed to be the direction of the reading of the boys and girls of thirteen to fifteen. Several times the question was repeated: "What can be done to satisfy the requests of boys who want Zane Grey and Burroughs and for girls who are clamoring for Dell, Chambers and lurid detective tales?" Good titles of adventure of all kinds and in all countries were suggested. It would be interesting if one could follow up and see to what extent these books solve the problem. Several requests for lists of good reading for certain ages and for model libraries were made. It was the opinion of the group on the whole that such lists were impossible, that lists are excellent for use as foundations but cannot be followed rigidly, since the child's personality and environment must be taken into consideration. The group showed enthusiasm and spontaneity and in a work where friendly personality means so much, one felt that the children of New Jersey were in safe and sympathetic hands.

J. F. C.

At a joint session of the New Jersey and Pennsylvania groups on Saturday evening Dr. Montgomery presided. In place of Agnes Repplier who was prevented by laryngitis from speaking on "The Courageous Reader," R. R. Bowker spoke on literary notables he had known and Henry R. Rose of Newark on "America's House of Dreams," the Library of Congress,

after which the twenty-fifth joint meeting was brought to an end by an informal dance.

ONTARIO LIBRARY ASSOCIATION.

To the Editor of the LIBRARY JOURNAL:

It is one of the easiest things in the world to make mistakes and one of the hardest to undo them. Usually one cannot undo them, but at least one can try. I sent you recently a report of the twenty-first Annual Meeting of the Ontario Library Association, which resembled Hamlet with Hamlet left out. When I learned that I had omitted reference to the chief address of the whole meeting I was thunderstruck. I was so certain that I had noted Dr. Hill's address that I could have made an affidavit to that effect.

However, the reference to that address wasn't there and it is nobody's fault but my own. Dr. Hill has been invited so often to come to our Annual Meeting and we were so delighted to have him with us at last, that my mistake is almost unforgivable. However, I know that Dr. Hill forgives, and I trust, Mr. Editor, that you and your readers, so many of whom are close personal friends of Dr. Hill, will do the same.

E. A. HARDY, *Secretary.*

INLAND EMPIRE TEACHERS' ASSOCIATION LIBRARY SECTION

LUCILLE FARGO, Librarian of the North Central High School at Spokane, is President of the Library Section in succession to Mary Brown Humphrey, Pullman, and Anna Marie Hardy of the Spokane Public Library succeeds Elizabeth T. Stout as Secretary.

LIBRARY OPPORTUNITIES

POSITIONS OFFERED

Wanted, qualified librarian to take charge of Children's Department of the Winona (Minn.) Public Library in September.

Wanted, assistant cataloger for the University of Missouri Library, Columbia, Mo. University graduate, at least one year's library school training and some experience required. Salary \$1800. Address: Henry O. Severance, librarian.

Editorial assistant with experience in briefing or digesting legal or business material: the ability to turn out a considerable amount of clear readable English and some business knowledge are essential. Salary to start \$30 a week with excellent opportunity for rapid advancement. X. B., LIBRARY JOURNAL.

A business library near Cleveland needs a young woman as assistant librarian. Some experience or training in cataloguing and reference work desired. Applicants should have pleasing personality, the usual amount of initiative, and aptitude for following reference work to completion. Salary \$115.00 per month. Address: O. R. 10, care of the LIBRARY JOURNAL.

POSITIONS WANTED

Library school graduate, expert cataloger, with ten years' experience in public and college library work would like to organize or develop a library in the Northwest. Salary, \$1800. Interview at Swampscott. Address: W. E. 10, care of the LIBRARY JOURNAL.

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IN THE LIBRARY WORLD

RHODE ISLAND

H. B. 562 Substitute A, introduced by the Committee on Education, has become law as Chapter 2083 of the Public Laws of 1921. This act is an amendment of and an addition to Chapter 63 of the General Laws, entitled "Of the Board of Education" and is as follows:

"Section 1. Chapter 63 of the general laws, entitled 'Of the board of education,' is hereby amended by adding thereto the following section:

"Sec. 20. The board of education may cause to be paid annually to the free public libraries in the state whose means are not sufficient to maintain proper library service, a sum of money which shall be apportioned by said board and devoted to the salaries of the librarians in the said libraries. Said amount shall be paid only to librarians whose respective salary does not exceed the sum of five hundred dollars annually; *Provided*, that the annual payment to any one such librarian shall not exceed the sum of four hundred dollars. The general assembly shall annually appropriate such sum as they may deem sufficient and advisable for the purpose of carrying into effect the provisions of this section. . . .

"Sec. 2. For the purpose of carrying this act into effect during the fiscal year ending December 31, 1921, the sum of three thousand dollars, or so much thereof as may be necessary, is hereby appropriated. . . .

"Sec. 3. This act shall take effect upon its passage . . . all acts and parts of acts inconsistent herewith are hereby repealed."

This bill is a substitute for the bill proposed by Representative Hamilton which was designed "to promote the service of free public libraries and to provide state aid for certified librarians." The substitute bill was proposed by the House Committee on Education in consultation with the Commissioner of Education after it was plain that the original bill could not be passed. The substitute eliminates the certification feature and restricts the appropriation to the libraries paying less than five hundred dollars to their librarians. This will include about forty-six public libraries out of sixty-three.

NEW YORK

Gowanda. By the will of the late Jared S. Torrance, who died March 29th, the Free Library is to receive \$25,000 to erect a building, on condition that the city raise a like sum within two years.

Elmira. In memory of their daughter, Adelaide Bowles Maltby, well known to librarians, especially in New York City and State, Mr. and Mrs. Frederick T. Bowles have presented to the Steele Memorial Library a fine collection of illustrated children's books and a book-case in which to place them.

ILLINOIS

Mooseheart. The Ohio Moose have contributed two hundred and fifty thousand dollars for the construction of a library and kindergarten building at Mooseheart.

MINNESOTA

The Legislature has increased school library aid from \$10 per teacher to \$20 per teacher, not to exceed \$40 per building, but has failed to pass the proposed county library law.

NEBRASKA

Omaha. Book borrowers numbering 40,809 (out of a population of 191,600) took 530,103 books for home use from the Public Library during 1920. This is an increase of 101,616 or nearly 24% over the circulation for 1919, and is a circulation of 2.7 per capita. The city appropriated \$60,000 to the Library, which, supplemented by other funds, brought the total income of the Library for the year up to \$63,548.

SOUTH DAKOTA

The South Dakota Free Library Commission is charged with the task of supplying library service to 80% of the population of the state thru individual loans and traveling libraries. According to the report of the South Dakota Educational Survey taken in 1918, 75% of the population live in the open country or in towns of less than 1,000 inhabitants. The fifty-one city libraries and one county library, which is not yet in full operation, serve about 20% of the people of the state, leaving 508,509 people without any library facilities except those furnished by the Commission.

The report of the Field Librarian (Leora J. Lewis) for the biennial period ending June 30, 1920, shows that 25 new fifty volume collections and 5 twenty-five volume collections were made up for circulation and seven libraries withdrawn. There were on hand at that date 184 fifty volume libraries and 47 twenty-five volume libraries distributed thru 250 traveling library stations. During the biennial period 592 libraries were loaned, and the circulation of the

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books, as reported by the librarians in charge of the stations, was 36,165. From the open shelf collection and package libraries 8,537 pieces were sent out by parcel post to women's clubs, high schools, rural school teachers, and ex-service men who first discovered the opportunity of using technical books at the A. L. A. camp libraries.

The Field Librarian during the two years made 113 library visits, seventy-three to public libraries, seven visits to towns without libraries to assist in plans for organization, eleven to state institutions, twelve to libraries of non-state institutions, and ten to high school libraries. Total expenditures were \$12,700, of which \$3,965 was spent for books, periodicals, and binding; \$5,063 for salaries, and \$1,155.99 for traveling expenses.

The state has a county library law, passed by the legislature in 1917, by the terms of which the county commissioners may establish a library and appoint a board of trustees if a petition asking for the establishment of a county library be filed with the auditor of the county, signed in a majority of the taxing districts by at least 20% of the legal voters as shown by the last election for governor. The trustees, on or before the first day of August, make and file with the county commissioners an estimate of the expenses of the library for the ensuing year, and providing that the tax required does not exceed one-half mill on the dollar of the assessed property valuation of the county, the levy is made covering it. This law needs amendments for its full effectiveness to be realized, as at present it is purely permissive, and also fails to make any provision for the erection of a library building.

COLORADO

Denver. The annual report of the Denver Public Library for 1920 shows that the library contains 223,412 volumes, being a net gain during the year of 10,659 books.

The home circulation of books was 949,461, a gain of 20,513. In addition to books loaned, pictures were loaned to schools and study clubs to the number of 421,051. The active cards in force numbered 54,492. The per capita circulation of books in Denver last year was 3.7. The per capita cost of the library in Denver was 43 cents. The appropriation for 1920 was \$110,000.

CALIFORNIA

Long Beach. In fifteen years the circulation of books from the Long Beach Public Library has increased from about 46,000 to over 450,000 which represents an average per capita circulation of about seven books a year for each person in the community. The collection also in-

creased from 1500 books to over 60,000. The heavy circulation makes it necessary to spend a large proportion of the total income on salaries: \$35,820 for a staff of 24 from the appropriation of \$62,212 for the current year. The library tax rate, determined each year by the city commissioners, amounts this year to 9 cents on \$100 assessed valuation. The appropriation includes \$6200 for a branch library to supplement the present three small branches.

The California Art Club, the County Museum of Art, and individual artists and owners assist in keeping the walls of the art gallery on the top floor filled, the exhibits changing usually once a month.

Riverside. The appropriation for maintenance of the Public Library, which is also the County Free Library, is about \$33,000 this year as compared with \$23,000 last year.

ONTARIO

Toronto. Altho no new branches of the Toronto Public Library were opened during 1920 the circulation of books amounted to 1,630,041, an increase of over 250,000. The fourteen branches now open all report larger circulations, as does the Reference Department. Each working day of the year 150 books were purchased and put thru for library use, and each working day 1,350 boys and girls came to borrow books, the circulation among younger readers reaching 400,122 books, or an increase of nearly 40,000.

When the librarian, George H. Locke, took office twelve years ago the population of Toronto was 325,000; its assessed valuation \$227,800,000, and the library income \$56,756. The population today is reckoned at 512,812, and the assessed valuation at \$703,646,395. The library income from Library Rates supplemented by special grants for 1920 was \$247,000. In 1908 the city had two public libraries as opposed to the sixteen of today, and the people had access to 134,000 books, whereas there are 400,000 at their disposal now. The use of books increased from less than half a million to over a million and a half.

The Library Staff, numbering more than 100 assistants, is organized into the Public Library Association which holds regular meetings on the evening of the third Wednesday of each month, for which all libraries are closed, and have also established an enviable local reputation as a Dramatic Club.

A few reprints of the New York (L. J. Jan. 15) and Philadelphia (L. J. Feb. 15) library lists and of the Popular Names of Statutes (L. J. Mar. 1-Apr. 1) are to be had from this office. Price 50 c. each.

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BIBLIOGRAPHICAL NOTES

The publication of the *Branch Library News* of the New York Public Library, which has been issued as a quarterly for some time past, is discontinued for the present, owing to lack of funds.

The Librarian and Book World, edited and published by Alexander J. Philip and now in its tenth year, will in the future be published by Messrs. Sampson Low, Marston & Company at 100 Southwark Street, London, S. E. 1, who will also control the advertising side. "In the past librarians had to seek for information from several sources, but it is hoped to combine in future all the most important items of special interest to librarians thruout the world."

"Plays of Today" by F. K. W. Drury, assistant librarian of Brown University, is an annotated list of 100 of the best modern dramas, prepared with the object of arousing interest in the reading of drama as distinguished from the production of plays. The plays are grouped so as to bring those together which have approximately the same subject. "A very useful little 35-page pamphlet—the size of a standard catalog card." Single copies cost ten cents; lots of 100 cost eight and a half cents a copy.

William Coolidge Lane, Librarian of the Harvard College Library, is the subject of the frontispiece and biographical sketch of the current number of the *Bulletin of Bibliography*. Other items in this number in addition to the usual features are: a brief reading list on practical bibliography compiled by the class of 1921 of the New York State Library School; a selected list of references on public international law for college students, compiled by Florence C. Bell, librarian of the United States Bureau of Efficiency, and "An Index to Library Reference Lists, 1920," by Marian F. Bonner of the Providence (R. I.) Public Library, continuing this series of indexes which is printed each year in the January number of the *Bulletin*.

The following are the subjects chosen for the original bibliographies of students of the Los Angeles Public Library:

Ethelwyn Badger, English publishers.

Marie Biddle, Books about industries for children.

Roberta Bowler, California in fiction.

Mary Alice Boyd, Zionism.

Doris Crump, Women in journalism.

Lila Dobell, Cookbooks of foreign countries.

Helen Hamilton, Spanish architecture.

Katherine Folger, Art of the North American Indians.

Annice Healtton, Child life in the middle ages.

Rosemary Livsey, Nature in recent verse.

Mabel Lunn, California deserts and mountains.

Elsie McCormick, Canada in fiction.

Pearl McDowell, Edward MacDowell.

Frances Matchette, Colonial costume.

Harriet Mather, New England homes.

Gertrude Mendenhall, English publishers.

Mary Miller, California missions.

Alpha Perkins, California birds and flowers.

Helen Rice, Gypsy music.

Reba Richardson, Japanese expansion policy.

Mabel Smith, Art in advertising.

Mary Marjorie Smith, Travel in Alaska.

Edna Stonebrook, Memoirs.

Winifred Skinner, Reading list for high school freshmen.

Rachel Thayer, Colonial doorways.

Christine Watson, South America in fiction.

Mabel Williams, Book illustration.

Part of this material will be used in the forthcoming Library School number of the *Los Angeles Public Library Bulletin*.

In continuation of a previous paper (in the *Gardeners' Chronicle* for May 24, 1919) Marjorie F. Warner, bibliographical assistant, U. S. Bureau of Plant Industry, contributes "Horticultural Libraries in the United States" to the early numbers of this year's *Chronicle*. (*Gardeners' Chronicle*, 3d. ser. v. 69, p. 32-33; 51; 90-91; 140. Jan.- March 1921).

The following libraries containing more or less literature of horticultural interest are noted: Library of Congress, New York and Boston public libraries, Boston Athenaeum, New York Society, Library Company of Philadelphia, Harvard College, and John Crerar. Three botanical libraries of importance in this field are those of the Missouri and New York botanical gardens and Arnold Arboretum, and the series is concluded with that of the Massachusetts Horticultural Society. The scope rather than the extent of the collections is indicated, with a few details of their history and administration, and many books of special interest, mostly of early date, are noted. While there are doubtless other libraries in the United States, . . . public or semi-public, and private, which contain a considerable quantity of similar literature, it seems probable that only a comparatively small proportion of the early horticultural books are located in this country.

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- D. Drexel Library School.
- I. University of Illinois Library School.
- L.A. Library School of the Los Angeles Public Library.
- N. Y. P. L. Library School of the New York Public Library.
- N.Y.S. New York State Library School.
- P. Pratt Institute School of Library Science.
- R. Riverside Library School.
- S. Simmons College School of Library Science.
- S.L. St. Louis Library School.
- Syr. Syracuse University Library School.
- Wis. Wisconsin University Library School.
- W.R. Western Reserve Library School.
- Wash. University of Washington Library School.

BACON, Virginia Cleaver, 1914, R., now librarian of the State Normal School at Arcata, Calif., has been appointed Librarian and Service Secretary to the Junior Division of the United States Employment Service, U. S. Department of Labor, at Washington, D. C.

EASTMAN, Mary, in charge of the Business and Technical Division of the Reference Department (and not Reference librarian, as announced in our April 15th number) of the Kansas City Public Library, Kansas City, Mo., has recently resigned in order to be married. Florence S. Smith is reference librarian.

GREEN, Belle da Costa, librarian of the J. Pierpont Morgan Library, has been decorated by the French Government with the highest grade of the Order de l'Instruction Publique "in recognition of her untiring services in the spread of French culture."

NORTON, MARGARET, 1906-07 I., has been granted two years' leave of absence from the Smith College Library, and will shortly sail for Constantinople to organize the library of the American College for Girls.

PARKER, John, librarian of the Peabody Institute Library, Baltimore (Md.), completed the 50th year of his service on April 24th.

PRATT, Adelene J., 1917-19 N. Y. P. L., will shortly become librarian of the Burlington County (N. J.) Free Library.

SLOBOD, Ansel A., formerly librarian of the Curtis Engineering Corporation, has for some

time been connected with the Main Library of the General Electric Company as assistant librarian in charge of reference and bibliographic work. Previous to his coming to Schenectady, Mr. Slobod spent about a year at the Engineering Societies Library on special development work particularly along classification lines.

WILLIAMSON, Charles Clarence, becomes director of the information service of the Rockefeller Foundation, June 1. Dr. Williamson resigned an associate professorship of economics and politics at Bryn Mawr in 1911 to become chief of the economics division of the New York Public Library, in 1914 he was appointed librarian of the Municipal Reference Branch, and in the fall of 1918 returned to the charge of the economics division at the central building, holding at the same time the office of statistician of the Carnegie Corporation's Americanization study. He will be succeeded as chief of the Economics Division by Rollin A. Sawyer, Jr., 1914 N. Y. S., now first assistant, who has been in the service of the Library since 1914.

LIBRARY CALENDAR

May 18th. At the American Telephone and Telegraph Company Building, 195 Broadway, New York, Room 330, at 5 o'clock sharp.

New York Special Libraries Association annual meeting followed by discussion on relationship of the A. L. A. and the S. L. A. Speakers, R. R. Bowker and C. C. Williamson.

June 6-8. At Boston. Twenty-fourth meeting of the Medical Library Association. All librarians invited.

June 13-15. At Tahoe Tavern, Lake Tahoe. Twenty-sixth annual meeting of the California Library Association and twelfth annual convention of the California County Librarians.

June 20-27. Conference week at Swampscott. Meetings of the A. L. A., S. L. A., National Association of State Librarians, American Association of Law Libraries, Bibliographical Society of America, League of Library Commissions, Association of American Library Schools, Library Workers Association.

Sept. 12-17. At Ithaca. New York Library Association's thirty-first annual meeting.

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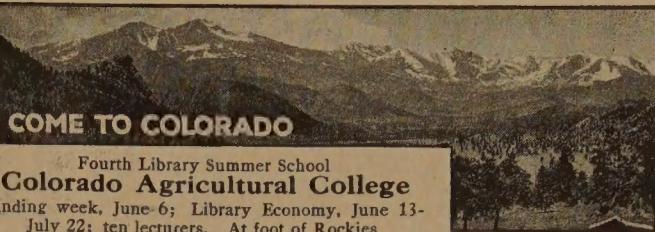
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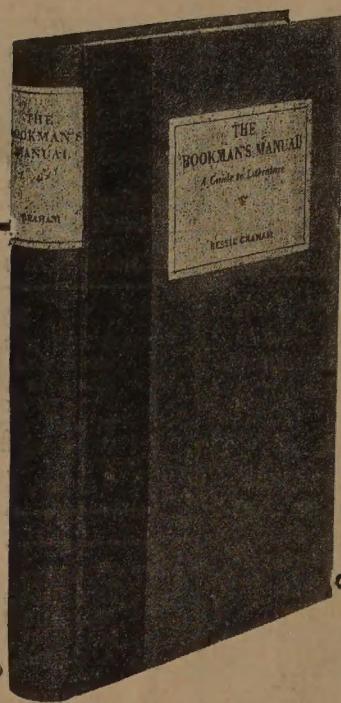
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